

Employees' Newsletter

September 2016



IN THIS ISSUE...

- 2 HUMAN RESOURCES
- 3 COUNCIL OF COMMISSIONERS
- 5 WHY GPI?
- 6 WHAT'S COMING UP IN OUR SCHOOLS
- 7 NEW PENALTIES ON FIRST AIR TICKETS
NEW COLLEGE LOCATION FOR NUNAVIK CEGEP STUDENTS
- 8 NEW EMPLOYEES
- 10 ADULT EDUCATION
RETIREMENT
- 11 DATES TO KEEP IN MIND

MESSAGE FROM DIRECTOR GENERAL ANNIE POPERT

I would like to wish a great school year to all our returning employees and to extend a special welcome to those who recently joined the Kativik School Board (KSB).

This year, two important school board projects are continuing: the implementation of the Compassionate Schools project, and the pilot project on cultural instruction in the communities of Quaqtqaq, Kangiqsujaq, Akulivik and Umiujaq.

Curriculum development work continues to progress and we will be planning the launch of our new pathways in selected communities for 2017-2018.

The school board also recently announced the launch of Nunavik Sivunitsavut. This new initiative is the result of a successful partnership between Nunavik organizations, under the leadership of the Kativik School Board. As of August next year, Nunavik Sivunitsavut will offer a one-year post-secondary experience to Nunavik youth.

Finally, I am pleased to announce that on the occasion of pedagogical days in October, the school board's strategic plan will be introduced and discussed with all staff.

I wish you all an excellent and successful school year!

HUMAN RESOURCES AND PAYROLL

Who to contact at Human Resources

Judith Michel serves all categories of employees (teachers, support staff and professionals) working in communities of the Ungava Coast (Kuujuaq to Salluit) and those working at the Education Services office in Kuujuaq.

Charles Morin serves all categories of employees (teachers, support staff and professionals) working in communities of the Hudson Coast, all the Adult Education and Vocational Training employees and all employees working in Montreal.

Caroline Rioux is responsible for all issues related to health and safety. This includes medical leaves, occupational accidents, preventative leaves and health- or safety-related absences from work.

Funding available to support the professional development of employees

Teachers:

For any successfully completed university credited courses teachers may apply for reimbursement of tuition fees, up to a maximum of \$2000 per year. The official transcripts and original receipts of the course must be submitted to HR within a year of completion (see [HR-14](#), Plan B).

Teachers may also apply for funding to participate in a conference or workshop relevant to their assignment. All applications must be approved by the school principal before being submitted to HR. To be eligible, the teacher must have at least one year of service with the school board. Specific deadlines apply (see [HR-14](#), Plan C).

Professionals:

For any successfully completed credited courses relevant to their work, professional employees may apply for reimbursement of tuition fees, up to a maximum of \$750 per course. The official transcripts and original receipts of the course must be submitted to HR within 6 months of completion (see [HR-14](#), type A).

Professionals may also apply for funding to take part in a non-credited course, workshops, seminars or conferences (read more about the admissibility criteria in [HR-15](#), Type B). There is a limit of 4 participants per activity and two by department. All requests must be sent to HR with a copy to the Union delegate at least 5 weeks prior to the activity.

Support Staff:

Funding is available for support staff wishing to participate in professional development activities under three categories (see [HR-16](#)):

1) Organizational improvement: professional development required by the school board to acquire knowledge or develop skills and techniques to improve the quality of administration at KSB.

2) Occupational improvement: professional development designed to increase knowledge or develop skills and techniques that will improve the employee's performance or prepare him or her for new duties.

3) Personal improvement: courses or studies provided in a recognized institution, with the exception of popular education courses.

For additional information concerning professional development opportunities, please contact your Human Resources Advisor ([Judith Michel](#) or [Charles Morin](#)).

Change of starting point

Did you move during the summer? The starting point indicated in your file no longer reflects your current situation? Did you know that it is possible to modify your starting point by making an agreement with the school board? For more information, please contact the Human Resources counsellor assigned to your community or department.



COUNCIL OF COMMISSIONERS

Highlights from the June 20-23 Council of Commissioners

During their last meeting, the Commissioners heard year-end reports from each department of the school board. In addition, the 2016-2017 budget was examined and approved. An overview of key discussions and decisions made by the commissioners is presented below.

Restructuring of the Education Services department

During the second half of the school year, the social crisis that affected Nunavik had direct repercussions on our schools and their operation. Within the school board, as our services were repeatedly mobilised to respond to emergency situations, the need to restructure our departmental divisions became evident.

As a result, the Commissioners approved that the Complementary Services department be placed under the responsibility of the Director of School Operations. As part of this new structure, the Director of Education Services will now oversee the Research and Teacher Training department and the departments of First and Second language curriculum development.

The new structure therefore groups departments engaged in providing support services to students and schools under the school operations department. The departments whose core mandate concerns pedagogy, research and training are grouped under the education services department.

Curriculum development in Inuktitut

Over the last 2 years, a lot has been accomplished to bring new technologies into all our Inuktitut classrooms.

Our Education Services developed more than 1,500 learning activities for SMART Tables, in Inuktitut. These activities complement the Grade 1, 2 and 3 curriculums. All our Grade 1 and 2 classrooms are now equipped with SMART Tables. Grade 3 classrooms will all be equipped

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Complementary
Services
department are
now placed under
the responsibility of
the Director of
School Operations

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with SMART Tables by the end of the current school year.

New technologies training and technical support for our Inuit teachers has also been provided on an on-going basis for the last 2 years.

iNaqittaq, an Inuktitut syllabics keyboard application, was developed by KSB. It facilitates the use of new technologies in the classroom. The application is available for free, since September 2015.

A new hand writing recognition application will soon be released by KSB. It will allow elders and younger students to type syllabics by tracing them on an iPad screen with their finger.

Curriculum Development in 2nd language French and English

A new program for social studies was developed for Grade 4 to 6. It was introduced in all our schools at beginning of the school year.

The development of the new mathematics program is progressing well. The material for Grade 3 is being piloted in Kangirsuk, Salluit, Puvirnituq and Akulivik.

The new KSB program “Personal Skills and Social Development”, which includes a sexual education section, will be offered to all our Grade 6 students this year.

Also new for 2016-2017, the “Professional Exploration Program” will be offered to Secondary 1.0 (Grade 7) students. The program will help them to identify their professional and personal interests or skills. They will also learn about employment opportunities.

Cultural instruction: pilot project, regular cultural instruction and land survival programs

Since its creation, KSB has been offering culture classes.

The regular culture classes include both classroom and land survival activities. These classes are taught all year long, on a weekly basis.

In 2014, KSB introduced a cultural instruction pilot project in Akulivik, Umiujaq, Quaqtaq and Kangiqsujuaq. The pilot project continues for a third consecutive year these 4 communities.

The pilot project replaces the regular culture classes that are offered weekly in our schools. Instead, culture is taught 3 times a year, during a whole week. These one-week instruction periods include land-based teaching and overnight excursions.

An assessment of this pilot project was presented to the Commissioners. The discussion that ensued indicated the need for a comprehensive review of the school board’s culture programs, including the pilot project and the regular classroom and land-based cultural instruction.

The Commissioners requested that an overview of the current culture programs be presented to them at their October 2016 meeting. This overview would be used as a basis for a comprehensive discussion on the type of cultural instruction programs the school board should offer to students.

The new KSB program “Personal Skills and Social Development” will be offered to all our Grade 6 students this year

WHY GPI?

By *Kassandra Churcher,*
Director of School
Operations

Every year at Teacher Orientation Week, I am invited to present what I affectionately refer to as “the most boring part of the week”.

The presentation reviews how to log into our student information system (GPI) and how to select a student list for the entry of attendance. This is the easy part. The hard part comes with trying to explain why it is such an important part of a teacher’s workload.

Using GPI can be frustrating. Our Internet speed and connectivity issues often cause freezing or loss of freshly entered data. Over the past year, we have been working hard at Education Services to ensure the accuracy of class lists and to update the corresponding course codes in the student schedules. We are hoping our efforts contribute to improving user experience.

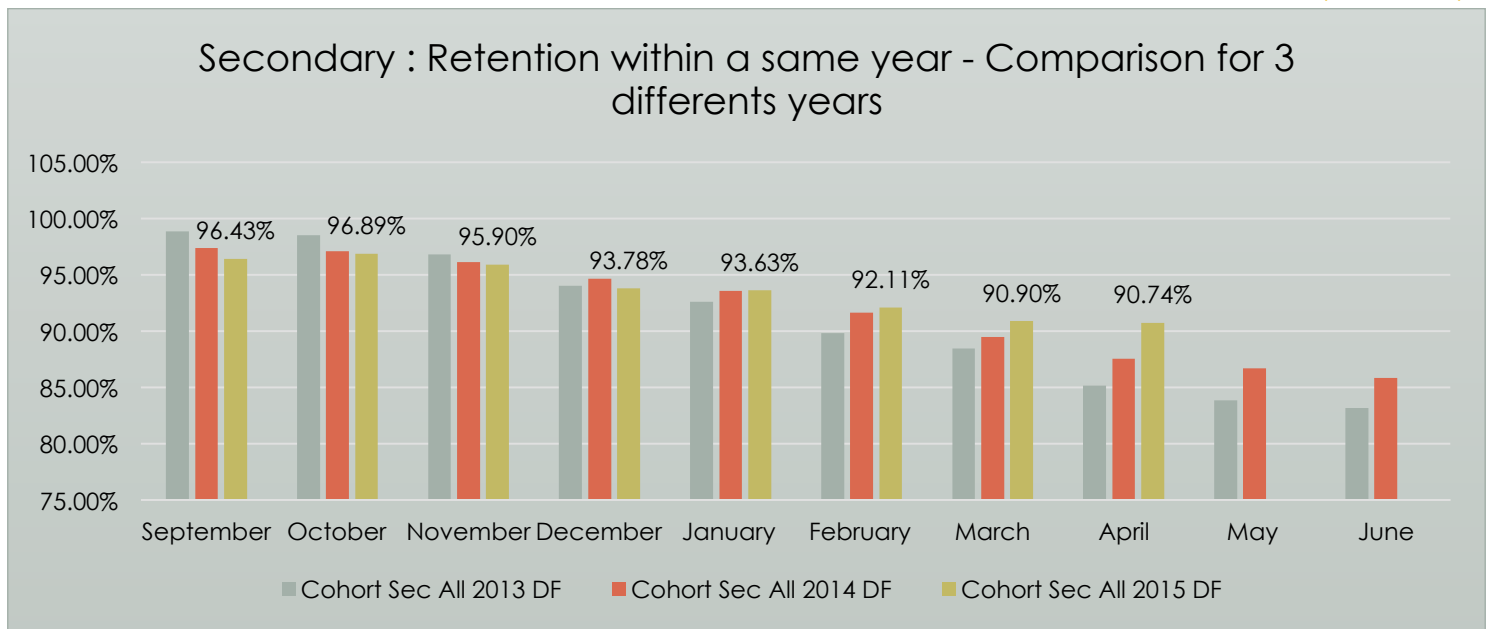
As teachers, you play an essential role in providing the school board with access to reliable and up-to-date data. Indeed, GPI data has a direct impact on our funding and our ability to conduct monitoring and evaluation.

The chart below shows the KSB’s secondary retention rate over a period of three years. Despite the usual decrease after the start of the school year, what is interesting is the school attendance increase AFTER the Christmas holidays. This chart tells us that the time period around which most students stop attending classes is consistently the same. However, more and more students are staying in school from January to June. Overall, this is good news.

The only way for the school board to track student retention is with the GPI data our teachers have entered. GPI provides the hard data and numbers the school board needs to:

- Monitor and evaluate the impact of new programs
- Request additional funding
- Improve services

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WHY GPI?

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Whether the data reflect a good or bad reality, they provide indispensable information that different KSB departments and decision makers can use to help support students and teachers in the classroom. Reliable data become our Inukshuks, important road markers that indicate the path towards improving the quality of the education services we provide.

I cannot emphasize enough the fact that without our teachers taking the time to enter daily attendance, the school board would not have the numbers necessary to make the important changes our students need.

So, in addition to thanking you for everything you do as teachers, I, on behalf of the school board, would also like to thank you for doing your GPI data entry.

Have a great school year!

**If you need help with your log-in information or corrections to your student list or schedule please inform your school principal.*

WHAT'S COMING UP IN OUR SCHOOLS?

This year again, a week of pedagogical days will be organized locally for our teachers, in October. This special event is an opportunity for teachers to participate in training workshops tailored to the needs of their school. During the week, time is reserved for teachers to share their professional expertise and discuss pedagogical issues or approaches linked to situations they face in the classroom.

New this year: 2 days will be dedicated to a consultation on the strategic plan of the school board. Part of that day will be reserved to discuss the KSB strategic plan. Time will also be allocated to continue the development of each school's action plan, based on the KSB strategic directions. The second day will allow time for the school teams to identify their own strategies for implementing the plan locally.

Every year, the school board recognizes the importance of the work performed by all its employees. This year, the week of February 6 to 10 will be teacher Appreciation Week. From March 6 to 10 the school board will celebrate the Support Staff Appreciation Week. Professional Appreciation Week will be celebrated from April 3 to 7.

If you want to consult the specific calendar of any of our schools, you can access them on [our website](#) (under Bulletin Board).



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NEW PENALTIES APPLY TO FIRST AIR TICKETS PURCHASED BY KSB

In case of travel date change, name change and cancellations due to personal reasons, the penalties will be charged to the KSB employee. This applies to all First Air flights purchased by KSB, including business travel and social trips.

Every school year, each employee will be granted the approval of two cancellations or name and date modification without penalty charges. As of the third occurrence, the applicable penalty will be charged to the KSB employee.

In the case of no-show, the ticket is automatically cancelled. The employees will be charged the full value of the ticket. To avoid this situation, the employee must notify that he or she will not be able to make the flight at least two hours before departure time. The notification must be done by e-mail or phone, to KSB Transport, the KSB Travel Agency or First Air.

The employee must have valid reasons to miss a flight. Valid reasons are circumstances beyond the employees' control, which made it impossible for the employee to notify two hours before departure time, that he or she would miss the flight.

A flight missed due to bad weather conditions or mechanical delay is not considered no-show.

Applicable penalties	Penalty
Cancellation 8 days or more prior to departure	\$0
Cancellation 7 to 4 days prior to departure	50% of the ticket value
Cancellation 3 days or less prior to departure	100% of the ticket value
Name change	\$75
Date change each way	\$75
No-show (the ticket is cancelled)	100% of the ticket value

NEW FRENCH COLLEGE LOCATION FOR NUNAVIK STUDENTS

The Post-Secondary Student Services department is glad to announce that a new location has been selected for college students pursuing their studies in French. In June 2016, an agreement was concluded between the Kativik School Board and the Collège Montmorency.

This agreement replaces the agreement between the school board and the Cégep Marie-Victorin.

As of September 2016, the Nunavik students attending college in French will be directed to Collège Montmorency. The school board is confident that this new agreement will significantly contribute to enhancing their student life and academic experience.

NEW EMPLOYEES AND APPOINTMENTS



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With the start of a new school year, many new colleagues have joined us. Some of them are new to the school board while others have moved to new positions within the organization. Welcome and congratulations to all of you!

This year, the school board recruited 55 new teachers, to work in all Nunavik communities, where they joined our school-teams. Every year, we recruit an average of 60 new second-language teachers outside Nunavik, in Quebec, New Brunswick, Nova Scotia, Ontario and other Canadian provinces.

Many new school administrators also joined the organization for the new school year. **Gary Koiter** has been appointed as School Principal of Sautjuit, in Kangirsuk, where he replaces **Katrina Bellia**. Gary previously worked for 6 years with the school board. Katrina remains with us and has returned as a teacher following her maternity leave.

Anne Mathieu is the new School Principal of Arsaniq, in Kangiqsujuaq. Anne comes back to the school board where she previously worked during 7 years.

Damien Gagné replaces **Bernard Lefebvre** as School Principal of Ikusik, in Salluit. Bernard is still with us and has been appointed School Principal of Tarsakallak, in Aupaluk.

Mario Jolivet joined the school board during the last school year, as Interim School Principal at Innalik, in Inukjuak. He was appointed Principal this year. Also at Innalik, **Nancy Osborne** was appointed Vice-Principal. Nancy is an experienced teacher who worked for many years at Innalik. Last year, she provided support to the school administrators as Vice-Principal mentor.

Shaun McMahon replaces **Serge Molière** as School Principal of Asimauttaq, in Kuujjuaraapik. Serge remains with the school board and has been appointed School Principal of Isummasaqvik, in Quaqtaq. At Isummasaqvik, **Daisy Angnatuk Tukkiapik**, an experienced teacher who worked with the school board for more than 20 years, was also appointed Vice-Principal.

After a first year with the school board as School Principal at Isummasaqvik, in Quaqtaq, **Marie-Hélène Boyle-Baillet** was appointed School Principal of Tukisiniarvik, in Akulivik.

In Puvimituq, **Sarah Angiyou** was appointed Principal of Ikaarvik School, a position she held last year on an interim basis.

At the Montreal office, **Jani Philbert** retired at the end of the last school year. She was replaced by **Najil Roberts**. Najil is responsible for the hiring contracts of teachers and professionals, attestations of experience and salary, teacher probation and certification as well as regional job postings.

Marcel Duplessis was appointed Director of Human Resources. He replaces Natasha MacDonald who resigned from her position in July. Marcel has been with the school board for more than 20 years, most

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NEW EMPLOYEES AND APPOINTMENTS

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recently working as human resources manager and relocation coordinator. Last year, he held the position of interim Director of Human Resources.

Also at Human Resources, **Katryne Tessier** was appointed Assistant Director of Human Resources. Katryne replaces Stéphane Boulanger, who resigned from his position at the end of the last school year. She joined the school board in January 2015, working as interim Assistant Director of Human Resources.

Following the departure of Gordon Cobain, **Kassandra Churcher** was appointed to the position of Director of School Operations. Kassandra has been with the school board for 5 years, working in the capacity of School Principal and Coordinator of Schools. The position of Assistant Director of School Operations previously held by Kassandra is now occupied by **Nathalie Mercier**, former School Principal and teacher at Innalik, in Inukjuak. Nathalie has been with the school board since 2003. Kassandra and Nathalie are based at Education Services, in Kuujjuaq.

In August, **Ida Saunders** was appointed to the position of Assistant Director of Complementary Services. She replaces Steve Lydiatt. Ida comes to KSB with several years of managerial experience at the school board and with other Nunavik organizations. Ida is based at the Education Services office in Kuujjuaq.

In August, **Vanessa Chaperlin** was appointed to the position of Assistant Director of Curriculum Development, with Education Services, in Kuujjuaq. Vanessa will be responsible for overseeing the overall development of curriculum, as a specialist. However, during the one-year leave of Daniel Lafleur, she will mainly act as interim Assistant Director for Second Language Curriculum Development. Vanessa is new to the school board and comes to us with a wealth of experience in curriculum development, acquired both in Canada and overseas.

Gillian Warner has been appointed Coordinator of Compassionate Schools, a position she held on an interim basis last year following the departure of Luc Paquet. Gillian has been with the school for more than 10 years, working as a teacher and Pedagogical Counsellor and interim Assistant Director of Complementary Services. Her position is based in Kangiqsualujjuaq.

At the Adult Education department, former student life animator **Alexandre Prevost** was appointed Administrative Officer in August. Alexandre is based at the Adult Education pre-college residence in Kangiqsujuaq, where he provides support to staff and students.

Annie Angatookalook replaced Line De Chantal as Administrative Technician with the Adult Education department in Montreal. Line retired at the end of the school year. Annie has been with the school board for several years, working with the Student Services and Finance departments.

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NEW EMPLOYEES AND APPOINTMENTS

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At the Finance department, **Siasi Audlaluk** has been appointed to the position of Office Agent Class 2. She will be responsible for accounts payable. Her position is based in Montreal.

At the Post-Secondary Student Services, **Tina Pisuktie** has been appointed Student Life Animator for French Cegep students. She started on September 6. In August, **Carolyn Souaid** was appointed Counsellor in Academic Training, replacing Sheri Burke. Last March, the team also welcomed **Lise Hamilton** as Office Agent Principal Class.

Nadya Garneau was appointed to the position of Transport Technician, with the Material Resources department. She is replacing Patricia Bujold, who retired at the end of the last school year. Also at Transport Services, **Patrick Eetook** was appointed to the position of Office Agent Class I, in Montreal.

ADULT EDUCATION AND VOCATIONAL TRAINING

Distance Education is available to adults (including KSB employees) interested in completing courses required to obtain their Secondary Studies Diploma (DES). The program includes support from teachers, available in all Nunavik communities. Enrolled students can therefore study from home and receive direct assistance whenever they require it. For more information about this program you can contact Phebe Bentley at 1-800-361-2244 ext. 355.

For the latest information about courses, programs and trainings offered by Adult Education and Vocational Training, visit the department's [Facebook page](#).

RETIREMENT

Georges-Henri Lefebvre left us in September. Georges-Henri worked extensively with different Nunavik organizations and he spent 18 years with the school board. Georges-Henri worked with the Adult Education and Vocational Training department as a Pedagogical Counsellor, based in Kuujuaq and Montreal. We wish you all the best for the years to come!

DATES TO KEEP IN MIND

- **September 15, 2016:** for the **teaching personnel**, deadline for receiving a training application concerning a participation in training workshops or conferences to be held from October to December ([HR-14](#), Plan C).
- **October 3 to 7, 2016:** local pedagogical days for schools on the Ungava coast, including Salluit.
- **October 18 to 21, 2016:** Council of Commissioners, Puvirnituq.
- **October 24 to 28, 2016:** local pedagogical days for schools on the Hudson coast.
- **September 23, 2016** (30st day of the school year): **any teacher** who resigned prior to that date shall reimburse to KSB the costs incurred for transportation of his or her personal belongings, of his or her utensils and of his or her furniture, in accordance with article 12-3.03 A) e) of the collective agreement.
- **December 10, 2016:** for the **teaching personnel**, deadline for receiving a further training application concerning a participation in training workshops or conferences to be held from January to May ([HR-14](#), Plan C).

KATIVIK SCHOOL BOARD

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EDITORIAL TEAM

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