

# Employees' Newsletter

September 2014



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## MESSAGE FROM DIRECTOR GENERAL ANNIE POPERT

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The 2014-2015 school year started already a few weeks ago. Our schools are now buzzing with the activity of students, teachers, school administrators, secretaries, bus drivers and many others.

Many new employees have joined the School Board since June 2014. It is my pleasure to wish them all a very warm welcome.

Those of you who were with us last year are aware that a new school calendar is now used in the schools of four Nunavik communities: Quaqtaq, Kangiqsujaq, Akulivik and Umiujaq. This pilot project aims at enhancing culture education by providing more suitable time periods for culture instruction.

The Compassionate Schools project has also been expanded to include four additional schools. Below, you can read more about this project.

Finally, the autumn will be particularly busy with the upcoming election of both the Education Committees in all Nunavik Communities (Sept. 30, 2014) and the election of our Council of Commissioners (Nov. 19, 2014).

I look forward to seeing you all during our Regional Pedagogical Days in October!

I wish you a great start of the school year!

# HUMAN RESOURCES AND PAYROLL

## Human Resources (HR) & Payroll team for 2014-2015

To know who to contact at HR & Payroll, [check our staff directory!](#)

## Local Occupational Health and Safety (OHS) Committees: we need you!

The Kativik School Board (KSB) firmly believes that the establishment of an OHS Committee is an excellent way of preventing and eliminating potential risks of work-related accidents and occupational illnesses. To this end, the KSB requires that there be Local Health and Safety Committees in each workplace.

Are you interested in working in an environment where your physical and psychological integrity are protected?

Do you want to promote health and safety in your workplace?

If so, speak to your school administration about volunteering with your local OHS committee!

Check out the [Board's OHS policy](#).

## Teachers' Professional Improvement Fund

**Plan B** – For any successfully completed and credited university courses within the year, teachers may apply for reimbursement of tuition fees, up to a maximum of \$2,000 per year. Official transcripts and original receipts must be submitted.

**Plan C** – Teachers may apply for funding to participate in a conference or workshop relevant to their assignment. For conferences held between October and December, applications must be approved by the school principal and have to be received by HR no later than September 15, 2014. To be

eligible, the teacher must have at least one year of service with the KSB. Click [here for more information!](#)

## Exams on Language of Instruction

For the second time last year, the exam on language of instruction was administered on-site, in Nunavik. This exam allows eligible teachers and teachers certified outside the province of Quebec to obtain their teaching authorization from the Ministère de l'éducation, du loisir et du sport (MELS) of Quebec, without having to travel outside Nunavik. In 2013, 28 eligible teachers registered and took the exam locally. Last year, 33 eligible teachers registered for the exam. We are hopeful that once again this year, we will be allowed to administer this exam locally, in the spring of 2015.

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# HUMAN RESOURCES AND PAYROLL

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## Recruiting School Administrators

During the upcoming Regional Pedagogical Days in Kuujuaq and Puvirnituaq, Stéphane Boulanger, Assistant Director of Human Resources, will be on site to meet with teachers who might be interested in becoming a school administrator for KSB. He will be available to discuss any related topics, such as the working conditions for these positions. Stéphane would like to encourage employees seeking professional advancement to come and meet with him.

## Your documents

KSB maintains a personnel file for each employee, which contains the documents that you have provided us as well as the documents and communications we have sent you. This file, however, is not an archiving

service. Therefore, we suggest that you to keep a copy of all the documents you either sent to us or you have received from us.

## Absent? I notify my immediate supervisor

You are planning on taking a day off? You must notify your immediate supervisor.

Refer to the collective agreement: 5-11.01 (E4) / 8-7.01 (S9) / 8-4.01 (P4).

## New school year = new skills!!

Why not take advantage of the new school year to add another string to your bow? This is what the professional improvement fund allows you to do. As a matter of fact, each KSB employee can be reimbursed up to \$2,000 for a successful professional improvement activity. Interested in this

opportunity? Just send in your application (approved by your immediate supervisor) to Charles Morin, six weeks prior to the scheduled date of your activity.

For more information, consult our policies for [Professionals](#) and [Support Staff](#).

## Medical appointments

Routine medical appointments or periodic dental ones (in particular if the appointment takes place in the South) must, as much as possible, be taken during the regular vacation periods scheduled in the school calendar.

We suggest that you plan these appointments as early as possible, so as to reduce your absences from work.





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# GENERAL ADMINISTRATION

## Compassionate Schools

The Compassionate Schools project aims at facilitating the social, emotional and academic success of our students. Simultaneously, the project also seeks to provide maximum support to our teachers.

Launched as a pilot project in 2012-2013, the Compassionate Schools approach has yielded positive outcomes.

Indeed, participating schools have noted a decrease in the number of students expelled from classrooms, the strengthening of teachers' classroom management skills and an improved school climate.

As a result of such outcomes, the project has grown and is now implemented in nine of our schools.

The Compassionate Schools project is rooted in three core objectives.

1. Raise awareness and provide information on how trauma impacts behaviour and learning abilities.
2. Support the implementation of "Positive Behaviour Intervention and Support Plans" by participating schools.
3. Provide coaching to staff of participating schools, in particular in the area of classroom management.

New this year, under the coordination of Luc Paquet, the project team will benefit from the support of two energetic pedagogical counsellors: Véronique Charette and Gillian Warner. The latter bring with them a wealth of Nunavik teaching and classroom management experience.

Véronique and Gillian will provide on-site technical support, expertise and coaching to staff of all the participating schools.

Implemented in three schools during 2012-2013 (Kangiqsualujuaq and Kuujuaq), the project was extended to two additional schools in 2013-2014 (Kangiqsujuaq and Umiujaq). This year, four new schools will be added, thus including the communities of Akulivik, Kangirsuk and Salluit.

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positive outcomes.

# MATERIAL RESOURCES



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The Material Resources department is proud to start the new school year with some additional expertise brought by eleven of its employees who completed a two-week Northern Building maintenance course in June 2014 (Nunavummiut Pigiursavik, Inukjuak).

The course was offered to a group of KSB employees and to maintenance workers from other regional organizations. It aimed at providing the participants with a set of skills they can use in troubleshooting situations or when solving maintenance problems.

The training was developed by the KSB Adult Education Department and taught by Plumbing Instructor Stephane Bastien.

Congratulations to all participants!

Front row, left to right: Silas Cookie, Isa Unaluk, Jobie Weetaluktuk, Qaillak Jaaka. Rear row, left to right: Charlie Akpahatak, Jacob Tomic, Willia Ningeok, Edua Jones, Sephane Bastien Instructor, Danial Ariyan, Guillaume Marleau, Sandy Clunas and Willie Berthe.

## ADULT EDUCATION & VOCATIONAL TRAINING

### New Programs

We are pleased to announce that we will be offering two new programs this year: electricity (Inukjuak) and accounting (Kuujjuaq). Spread the word and [contact our department](#) if your students want to know more!

Check out your local radio and postal boxes for upcoming information about our programs ... Welding courses coming soon in your community!

### Did you know that?

In partnership with KRG, we offer several customized training programs: first aid, nutrition, daycare service, construction machine driving, small engine repair, etc.

### Support for Distance General Education

The Adult Education department is currently seeking regular sector teachers who would be ready to support our students! For a few hours a week, you could become the tutor of a student enrolled in our distance education program.

For more information, contact your school principal!

### Popular Education

You've got a talent that you would like to share with adults in your community? The Adult Education department can help you organize popular education evening courses. Interested? Contact [Samantha Poirier](#) at 514-482-8220 ext. 350.

# WHAT'S UP IN OUR SCHOOLS?

## HEALTHY SCHOOL

## SCHOOL OPERATIONS

Prior to the official start of the school year, our school administrators participated in a week of training workshops and orientation meetings (Estérel, August 4-8, 2014). In Kuujjuaq, a similar training and orientation program was offered to new teachers, from August 11 to 15.

Nunavik schools started operating on August 18, 2014. With schedules varying from community to community, schools opened their doors to students between August 19 and 21.

To everyone's delight, the Healthy School budget has been renewed again this year!

The Healthy School approach means building on education and prevention as regards sexual education, physical activity, mental health, well-being and safety.

Schools will soon be informed of available budget for projects. They will receive funding application form and documentation on the food offer for schools.

This year, thanks to funding of the "Drop the Pop" activity, each school will receive an ingenious bicycle used to concoct fruit smoothies!

Also coming soon: the Kativik School Board's Healthy School web site! If you have any questions, comments or suggestions, please contact [Mélanie Picard](#) at 819-964-1136 extension 236.

School Operations wishes a warm welcome back to over 450 teachers returning to our school network. This year, we also welcome 58 new teachers to the School Board and we sincerely hope that they meet the challenges with the enthusiasm and flexibility that are the hallmark of our senior teachers.

We are currently finalizing the details for the **Regional Pedagogical Days** (PedDays). This year, the event will take on more of a conference form. The focus will be the KSB's commitment to a trauma-informed practice, guided by the value of compassion.

We have invited several aboriginal guest speakers who will be contributing to the overall theme, which is "Moving Forward... Together".

The PedDays will be held in Kuujjuaq from October 6 to 10, for schools of the Ungava coast. From October 20 to 24, we will welcome schools of the Hudson coast in Puvimutuq.

The School Operations is committed to supporting and ensuring a positive and collaborative school experience for staff. We encourage you to partner with teachers and administrators to ensure the delivery of quality education services to our communities.

Please do not hesitate to relay to us, through your school administration, any questions or suggestions you may have on how to improve our services.

# NEW EMPLOYEES – NEW APPOINTMENTS



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With the start of the 2014-2015 school year, a number of new employees joined the Kativik School Board. We are pleased to welcome them all on board!

- First and foremost, **58 new teachers** joined the School Board and have integrated our school teams throughout Nunavik.
- A number of employees were also appointed to school administration positions. **Jeff Creamer** joins School Principal Alain Rochefort as Vice-Principal at Jaanimmarik School, Kuujuaq. Jeff is well known there, as he has been teaching for many years (Grade 6 English).
- Ajaqutak School in Tasiujaq is pleased to welcome **Jessie Munich-Cain** in her new role of Centre Director. Jessie has been working with the School Board for 20 years and has held teaching positions with students from kindergarten to secondary levels. More recently, she held the position of Inuktitut Teacher Counsellor.
- **Douglas Stewart** is the new School Principal at Isummasaqvik School, Quaqtuaq. Prior to accepting this new position, Douglas was School Principal at the Dorval Elementary School. He is no stranger to Nunavik, as he already taught in Quaqtuaq many years ago.
- **Thomas Colter**, an experienced teacher working in Kangiqsujuaq, has been appointed to the position of School Principal at Arsaniq. Having worked and lived in this community for some years now, Thomas already knows the school and its students.
- **Ittuvik Maggie Saviadjuk**, is the new Center Director at Pigiurvik School, Salluit. Ittuvik is new to the School Board and she is eager to take on new challenges.
- In Puvirnituq, Ikaarvik School is delighted to welcome **Lucy Qalingo** as School Principal. Lucy replaces Aipilie Kenuajuak who retired last June. She has been with the School Board for more than 10 years years, working as a teacher and most recently holding the position of Teacher Training Counsellor.
- At Iguarsivik School, **Mark Vachon** will be working as a Vice-Principal, teaming up with Principal Maata Putugu. Marc has extensive experience working with the School Board, where he was Student Counsellor to our post-secondary students enrolled at the Cégep Marie-Victorin.
- New School Principal at Kiluutaq School, Umiujaq, **Belkacem Taieb** joins the School Board for the first time. He holds a PhD in education and has extensive experience as a school principal working in Canadian native communities, in particular with the Innu nation.
- The Adult Education Department is glad to announce the appointment of **Stéphane Bastien** to the position of Director of the Nunavimmi Pigiursavik Adult Education Centre, in Inukjuak.

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# NEW EMPLOYEES — NEW APPOINTMENTS

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- At the General Administration department in Montreal, **Marc Labrie** was hired in June, as Manager of Contract Regulations.
- On 11 September, **Frederic Henri** will start his mandate as Ombudsperson for the School Board.
- **Luc Paquet** was appointed to the position of Coordinator of Compassionate Schools. Luc has been involved with this project for three years now, in the capacity of Pedagogical Counsellor. Prior to that, he taught at Ulluriaq School for seven years. His position is based in Kangiqsualujjuaq.
- Luc's team also welcomes two very experienced teachers who start the school year as Pedagogical Counsellors for the Compassionate Schools project: **Véronique Charette** and **Gillian Warner**. They will be assisting schools with project implementation.
- The Human Resources department is glad to welcome **Charles Morin** as Human Resources Management Counsellor for Support Staff and Non-Teaching Professionals. Charles comes to us with a Bachelor in Human Resources Management and human resources experience in the private sector.
- In Montreal, at the Finance Department, **Minnie Annahatak** was appointed to the position of Administration Technician to accounts payable. She replaces Carole Dicaire, who retired last year.
- **Lynda Labonville** has been appointed to the position of Administrative Technician (general accounts receivable). This position was previously held by Olive Wood who retired in June. Olive is currently working at our Education Services in Kuujjuaq.
- **Stephan Zoukou** has been appointed to the position of Office Agent to accounts payable, formerly held by Isabelle Avingaq-Choquette. Isabelle left us at the end of the last school year to pursue new challenges.
- **Manon Beauparlant** is replacing Larry Imbeault as Office Agent for banking reconciliation. Larry is on a temporary leave of absence with the Union.
- At the Adult Education department, in Montreal, **Samantha Poirier** has been appointed to the position of Educational Consultant for Customized Training.
- **Phebe Bentley** joined the Department in July, as Academic Vocational Information Counsellor. She is based in Montreal.
- **Annie Nulukie** was appointed to the position of Education Consultant for the Parenting Skills and Family Wellness program. She replaces Denise Allard, who retired in June this year. Annie will be based in Kuujjuaq, at the Kajusivik Adult Education Centre.
- New teachers have also joined the Adult Education Department, at various Adult Education Centres in Nunavik. **Gregory Lowe** will be responsible for our new accounting program in Kuujjuaq. In

# NEW EMPLOYEES - NEW APPOINTMENTS

Kangiqsujaq, Jean-Félix Giguère-Groulx will teach French for the pre-college program. In Puvirnituq, **Andrea Alexander** will be responsible of the general education French and English programs. **Paul Kelly** will be teaching in Inukjuak for our new Electricity program. Also in Inukjuak, **Andrée Hébert** will teach desktop publishing. **Debra Ross**, Social Worker, was also appointed at the Inukjuak Adult Education Student Residence.

- At the Material Resources department, **Joyce Ng** replaces Marthe Lajoie as Executive Secretary. Marthe retired in June.
- The Postsecondary Student Services department is happy to welcome **Marie-Hélène Morin** as Counsellor in Academic Training, at Cégep Marie-Victorin. Since 2005, Marie-Hélène has been working for the KSB as a teacher, in Nunavik. She is replacing Marc Vachon.
- At the Transport Department, **Mélodie Duplessis** was appointed to the position of Administration Office Agent.
- Following the retirement of Gilles Leblanc last June, **Daniel Lacroix** was appointed to the position of Heavy Vehicle Driver. Daniel has been with the School Board for 21 years.

## DATES TO KEEP IN MIND

- **September 15, 2014:** Deadline for submission of requests to attend a conference under Plan C of the Teachers' Professional Improvement fund.
- **September 30, 2014:** Election of the Education Committees members, all Nunavik communities.
- **October 6-10, 2014:** Regional Pedagogical Days for all teachers of the Ungava coast, Kuujuaq.
- **October 20-24, 2014:** Regional Pedagogical Days for all teachers of the Hudson coast, Puvirnituq.
- **October 28-30, 2014:** Council of Commissioners, Umiujaq.
- **November 19, 2014:** Election of the Kativik School Board's Council of Commissioners, all Nunavik Communities.

**KATIVIK SCHOOL BOARD**

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**EDITORIAL TEAM**

Jade Duchesneau Bernier & Kaudjak Padlayat