



**K'ómoks First Nation &  
School District 71 (Comox Valley)  
Local Education Agreement (LEA)  
Meeting Minutes  
Wednesday, November 27, 2024**



---

**Attendance In Person:**

**Members:**

Dr. Jeremy Morrow, Superintendent of Schools  
Erin Higginbottom, K'ómoks First Nation  
Coral Mackay, Councillor, K'ómoks First Nation  
Jay Dixon, Associate Superintendent  
Joe Heslip, Associate Superintendent

**Regrets:**

Bruce Carlos, District Principal – Indigenous

**Recording Secretary:** Candace Jesson, Executive Assistant

---

**1. Welcome and Land Acknowledgement** by Joe Heslip

**2. Call to Order** by Erin Higginbottom

2.1 Call to meeting by Erin Higginbottom

2.2 Approval of the Agenda with edits the following edits:

- add Upcoming KFN Elections
- add 3.8 Career Programs

2.3 Review and approval of the October 2, 2024, Minutes with the following edits:

- In Section 3.4, not a "tracking document," but rather a document that outlines the responsibilities of each party and joint initiatives.

2.4 KFN Election is January 5, 2025

- There will likely be a shuffle of portfolios as a result.
- Many are preparing their Briefing Notes for succession planning for the upcoming transition.
- Coral is running for Chief and therefore removed herself from Council.

**3. New Business**

3.1 Data Collection and Reporting

- Joe conducted a review of the data baseline to date (handout distributed) to familiarize the group with the information provided.
- Our ISWs are part of the process for recording absences for cultural activities and events as excused absences.
- Tracking data is targeted at unexcused absences.
- Principles, Vice-Principals can enter information and or correct as required.

- Jeremy connected how much of the supports utilized are not directly academic support.
- Coral was optimistic in seeing the data to understand what supports KFN can augment.
- There is an improvement in attendance between elementary and secondary in comparing KFN On-Reserve Students versus Non-Indigenous Students.
- Jay introduced the attendance intervention endeavors underway where notifications are pushed to individuals based on pre-defined protocols.
- KFN students are almost at parity with non-indigenous learners at secondary for this school year.
- Based on the recent Ministry reports, we have a considerably lower rate of absences than the provincial average.
- Joe referenced the KFN Teacher priorities document shared and how the themes appear to be aligned with the data from the report shared.
- Coral asked how are we measuring transition support and the student's satisfaction/happiness/success with their new school? Part of our support is introductions between the student and receiving staff.
- Erin enquired about additional support that can be provided to Natasha and her role?
- Coral asked if they could share this data as is with Council? There was an understanding that this information would be shared with Council.
- Action: Joe will provide reports 1 week pre-meeting to allow the group time to review and then we can discuss together.

### 3.2 Accountability Survey and Supports for KFN Students

- Typo noticed in document (changes will be made), otherwise satisfactory.

### 3.3 Updates: PVP Lead Indigenous Support team meetings, new policy framework and new position.

- Joe mentioned Ted Cadwallader's meeting with the Board of Trustees where Jeremy shared the policy framework being discussed. We are looking at how a co-governance framework might look like.
- We are hoping to introduce Ted to the IEC.
- We are looking to hire an Indigenous Engagement and Knowledge Specialist that could guide us in land-based learning. This is a one-year position.
- KFN is supporting changes in the way their positions are presented to attract highly skilled people to the roles sought and Coral provided some feedback on adjustments we could make to the posting.
- The reason for a 12-month position is the one-time allocation of budget and will review next budget cycle.
- As community members we can reach out to people we think are a good fit.
- Action: Joe will reach out to KFN via Nicole in Communications with a revised posting.

3.4 MOU with KFN re: tax free honorariums for Elders

- We would like to pay honorariums in cash in honor of Bill 40, so we are developing this MOU.
- We have already begun paying our honorariums to Elders in cash.
- Action: Joe will ensure this MOU is brought to KFN Council (by Tamara) for sign off.

3.5 Equity Scanning Team

- Joe introduced the handout with names of the team members and proposed members. He continues to build these relationships.
- Coral offered to assist with generating interest in participating from Hereditary Chiefs.

3.6 Language and Culture

- Joe reached out to Pamela and individuals at NIC regarding Ayajuthem language to assist us in our inclusion efforts.
- Coral mentioned that 'First Voices' is a source where individuals can learn independently.

3.7 Review of Current LEA and Model LEA

- Erin continues review of the Model LEA and our current LEA. The 'model' has a great structure and concise language. She is working to define deliverables for the year ahead.

3.8 Careers Program

- Erin mentioned the fruitful discussions between the Career Department and KFN. They looked at all the pathways into secondary and post-secondary education, attaining credits, exploring sampler course packages such as tourism as well as environmental. January 27<sup>th</sup> there will be a panel to share info with KFN families.
- Jay mentioned that a third-party consultant has been hired to conduct a review of our Career Programs. We would like to have the consultant visit KFN to hear from them.
- Coral mentioned there is a K'ómoks First Nation Capacity Development Plan which identified skills, aspirations, and defining path is available and may be a benefit in reviewing.
- Jay offered that District Technology Support teachers could conduct a session to KFN families to review programs used by the students and parents, such as My Education, etc.

**4. Old Business**

4.1 Seeking KFN Member to contribute/advise SD71 onboarding process and local signage in schools.

4.2 KFN sponsored Pro D for SD71 leadership.

5. **Next Meeting** – February 26, 2025
6. **Meeting Adjourned** – 4:00 pm