



**K'ómoks First Nation &  
School District 71 (Comox Valley)  
Local Education Agreement (LEA)  
Meeting Minutes  
Wednesday, October 2, 2024**



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**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

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1. **Welcome** from Coral Mackay reiterating the importance of this working group.

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

2.1 Introductions

2.2 Approval of Agenda, with addition of an update on the Culture Camp.

2.3 Approval of Meeting Minutes from May 28<sup>th</sup>, 2024, meeting.

3. **New Business**

3.1 Data Collection and Reporting – FOIPPA limitations

- Discuss sharing aggregated data to ensure privacy and confidentiality of the individual and yet share information that supports reporting, supports, programs, and initiatives. Propose additional filters to the existing 'Supports Distribution' data already collected.
- There are two tools created KFN Power BI and Accountability Survey in which Principals and Vice-Principals have access to.
- Need to balance needs for comprehensive information, ability to compare data, identify trends, test correlations, etc. Start with adding the ability to view 'year-over-year' elementary and secondary student attendance broken down by current indigenous demographic groups.
- Much of the information is collected from the Indigenous Support Workers (ISW) within their job-related user interface through interactions with students.
- Suggestion regarding the ability to understand or define what each of the supports mean. There is a review of the list of supports underway, which is a good time to review KFN needs for information in addition to other information we already have publicly available.

- We should acknowledge that our data is likely under reported given the ISWs are focused on the student relationship and needs in the moment, versus data collection. We can support the collection of data by messaging the importance to operations, a user-friendly interface, and demonstrating how the information will be used, thereby creating a culture of data.
- Ultimately, the goal would be to delineate an understanding of each KFN student's plan from the data.

### 3.2 Review of current LEA and Model LEA

- The LEA is seen as a 'living document' and we can adopt elements of the full version of the Model LEA. Propose to review the current LEA given the new Strategic Plan and where we can, review the Model LEA for inclusions.

### 3.3 Operations Overview

#### Joe Heslip

- Spending time with Natasha to improve communication and building new tools to capture data.
- Communication when out regarding meeting with KFN students a minimum of two meaningful interactions per month to remain compliant, with the goal to meet more often.
- Regular Drumming Circle at Aspen Park.
- Supports are entered into the Supports Survey.
- Communicating the LEA with the leadership team through business meetings, weekly Newsletter, in-person meetings, and ad-hoc interactions where applicable.
- Question regarding the accuracy and consistency in applying rules on the data entry.
- How can we utilize the information in a timely manner to identify priority students to initiate additional supports. Ex. Building 'flags' that are automated based on rules within the system that trigger action. The desire it to link supports between SD71 and KFN through access to information and ensuring succession.
- Action: Jay will prepare a clip from a presentation Joe made that can be shared.
- Action: Joe will report back to the group as to whether missed classes/ days for cultural activities are considered an absence.

#### Jay Dixon

- Meghan Hearn has been hired as the Indigenous Work Experience Coordinator as a result of a grant received.

#### Coral Mackay

- Chaperone for the Nowalakw Culture Camp, spending 5 days at Bon Sound with

youth. They learned songs, language courses, and a land-based component (fishing, forest walks...). There was a noticeable change in the students' confidence and demeanor. It was very impactful and reinforced the need to get culture into the schools.

#### 3.4 LEA Meeting Calendar – 2024/2025

- Review of upcoming dates on the LEA calendar.
- Review of upcoming reporting schedules.
- We need to review the LEA items to see what has been accomplished, where we are at on items, what the next targets are.
- Joe expressed his desire to engage with Council. There is an official form request to be filled out and Coral will informally pass on the information to Council members.
- Action: Joe will oversee setting dates for the required meetings throughout the academic year.
- Action: Coral had worked on a document outlining parties responsibilities on LEA deliverables and will search for it and share with the group.

#### 4. Old Business

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

- Comment made about being comprehensive in our use of local languages.
- Action: Carol will contact the people she thought had done a great job on this in another school district.

##### 4.2 KFN sponsored Pro D for SD71 leadership – tabled for next meeting.

##### 4.3 Annual LEA Orientation to Board and District Leadership

- Completed and remains ongoing throughout the year as well.

#### 5. Next Meeting – to be determined.

#### 6. Meeting Adjourned – 2:55pm