

REFERRED TO - DESTINATAIRE	PURPOSE - OBJET	DATE	INITIAL - INITIALES	P.A. DATE - DATE DE RANGE- MENT	B.F. DATE - DATE DE RAPPEL	INITIAL - INITIALES	RECORDS INSPECTION - EXAMEN DU SERVICE DES ARCHIVES
E11	375560	(20/29)	19/3/80	10	19-3-80		me
E11	377692	(MAR 24)	27.3.80	JKN	28-3-80		me
E11	377729	(MAR 24)	27.3.80	JKN	28-3-80		me
E1	384043	(FEB 28)	26.5.80	JKN	27-5-80		me
ES	384043	(FEB 28)	26.5.80	E1			me
E1	390645	(JUN 17)					me
ES	390799	(JUN 17)					me
F2	397358	(JUN 17)					me
EB	400725	(JUN 17)					me
E2	400725	(JUN 17)					me
FA	408149	(JUN 7)	8.6.81	JKN	30/3/81		me
FA2	408449	(JUN 7)	9/1/81	B	26/3/81		me
FA2	412994	(MAR 31)	31/4/81	K	21/4/81		me
E1	418994	(MAR 31)	2/4/81	JS	23/4/81		me
RDI	422726	(4.5.81)	6.5.81	JKN	6.5.81		me
ES	422726	(4.5.81)	6.5.81	JKN	8-5-81		me
F1	425431	(25.5.81)	27.5.81	JKN	8.6.81		me
E	426602	(JUNE)	9.6.81	JKN		12.8.81	me
E2	428518	(17.6.81)	23.6.81	JKN	26.6.81		me
E5	428518	(17.6.81)	23.6.81	JKN	29.6.81		me
E	AS PER B.F. 426602		12-8-81		26.8.81		me
E	PER B.F. 426602		21-8-81		29.8.81		me
E1	435681	(Aug 26)	1.9.81	K	8-9-81		me
E1	440731	(8.10.81)	15.10.81	JKN	30/10/81		me

CLOSED

CLOSED

NAC  
TORONTO

4554T-11

FILE  
DOSSIER  
SUBJECT  
SUJET  
401/25-1-18  
NORTHERN NISHNAWBE  
EDUCATION COUNCIL  
VOLUME 1

VOL. NO. - VOL. NO

FILE DOSSIER 401/25-1-18 VOLUME 1  
DEPARTMENT DEPARTMENT  
MINISTÈRE MINISTÈRE

TO - À INDIAN INUIT AFFAIRS  
FROM - DE NORTHERN NISHNAWBE  
EDUCATION COUNCIL

**CROSS REFERENCE -- RENVOI**

	SUBJECT -- SUJET
1	<div style="background-color: white; padding: 10px; border: 1px solid black;">                     ONTARIO REGION                 </div>
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**IMPORTANT**

The RECORDS OFFICE is established to serve you but satisfactory service is largely dependent upon your prompt return of files. This file is charged to you and you are responsible for its return; unless you notify the Records Office to transfer the charge to another person, the file will remain charged to you until it is returned. If action cannot be taken within 48 hours B.F. FILE. Do not remove documents from the file.

**Particulars Re Use of File Cover**

- Column 1 -- Shows the office or name of the person to whom the file is routed.
- 2 -- Shows the reasons for the routing, or the date and identification number of the letter on file requiring your attention.
- 3 -- Shows the date on which the file is routed to the user.
- 4 -- Provides for initials of the person routing or rerouting a file.
- 5 -- Provides space for the user to enter the date of P.A. (put away) when action is completed -- OR the letter "T" when the user transfers the file to another person.
- 6 -- Provides space for the user to write the BF (bring forward) date, the date the user wishes the file to be brought back to him.
- 7 -- Provides space for the user to initial the entry when a file is to be P.A.'d, B.F.'d, or "T" transferred.
- 8 -- Provides space for the Clerk to enter the date on which the file is returned to the Records Office and inspected before being put away.

L'objet du SERVICE DES ARCHIVES est de servir, mais la qualité du service est liée au prompt retour des dossiers. Il incombe à la personne au nom de laquelle le présent dossier est inscrit, de le renvoyer au service des archives; à moins qu'elle n'avertisse le service d'inscrire le dossier au nom d'une autre personne, le dossier restera inscrit à mon nom, tant qu'il sera en circulation. Si l'on ne peut s'occuper du dossier dans les 48 heures, indiquer la date de rappel. Ne pas enlever de documents du dossier.

**Détails concernant l'usage de la chemise**

- Colonne 1 -- indiquer le bureau ou le nom de la personne vers qui le dossier est acheminé.
- 2 -- indiquer les raisons de l'acheminement ou la date et le numéro d'identification de la lettre au dossier dont le destinataire doit s'occuper.
- 3 -- indiquer la date d'acheminement du dossier vers l'utilisateur.
- 4 -- réservée aux initiales de la personne acheminant ou réacheminant le dossier.
- 5 -- réservée à l'inscription de la date de rangement par l'utilisateur, lorsqu'il a fini du dossier -- OU à celle de la lettre "T" quand l'utilisateur transmet le dossier à une autre personne.
- 6 -- réservée à l'inscription de la date de rappel, à laquelle l'utilisateur souhaite avoir le dossier.
- 7 -- réservée aux initiales de l'utilisateur, lorsque le dossier fait l'objet d'un rangement, d'un rappel ou d'une transmission.
- 8 -- réservée au service des archives pour y inscrire la date ou le dossier lui est renvoyé et ou il est examiné avant d'être rangé.

 In and Northern  
Affaires Canada

Affaires indiennes  
et du Nord Canada

TEMPORARY FILE SLIP  
FICHE TEMPORAIRE DE DOSSIER

**NOTE:** This slip is to be used for passing correspondence when the main file is charged out or is not required, and must not be removed but will be attached to the main file as soon as possible.

**REMARQUE:** La présente fiche sert à transmettre la correspondance lorsque le dossier principal est sorti ou n'est pas demandé; ne pas l'enlever, mais la fixer au dossier principal dès que possible.

Branch — Direction: *Education* File No. — Dossier N°: *401/25-1-18*

Subject — Sujet: *Northern Michinawbe Education Council*

Main file is charged to — Dossier principal inscrit au nom de: *FA (8-1-81)*

REFERENCE — RENVOI

ACTION TAKEN — MESURES PRISES

REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE — DATE DE RANGE- MENT	B.F. DATE — DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES
<i>E</i>	<i>K</i>	<i>418235</i>	<i>(Mar 29) 30-3-81</i>				

**NOTE:** If action cannot be taken without the file, please make statement to that effect and return paper to Central Registry.  
**REMARQUE:** Si l'on ne peut procéder sans le dossier, prière de la déclarer et de renvoyer la correspondance aux archives.

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Indian and Northern  
Affairs Canada

Affaires indiennes  
et du Nord Canada

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Branch - Direction: Education File No. - Dossier N°: 401/25-1-18

Subject - Sujet: Northern (Mishnawbe) Education Council

Main file is charged to - Dossier principal inscrit au nom de: FA (8-1-81)

REFERENCE - RENVOI				ACTION TAKEN - MESURES PRISES				
REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE DATE DE RANGE- MENT	B.F. DATE DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES	
<del>ES</del>	K	418235	(Mar 27)	30.3.81	3.4.81	ETB		
E		418235			19.5.81	E	B.F. recorded	
E	SP	AS PER B.F. 418235	19-5-81		22.6.81	E	B.F. [initials]	
E	A	AS PER B.F. 418235	22-6-81	22.6.81		ETB		

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000004

P. O. Box 1419, 38 Front Street

Sioux Lookout, Ontario POV 2T0

Telephone: (807)-737-2002

418235

401/25-1-18

March 27, 1981.

D. M. Hall,  
Dept. of Indian Affairs,  
P. O. Box 369,  
SIOUX LOOKOUT, Ontario.  
POV 2T0

MAR 30 10 58 '81

Dear Sir:

Re: NNEC Funds

Over three weeks ago, you, Mr. H. Curtis, and Mr. E. Breton came to our office to discuss the funding situation. At that time, we were assured that funds were coming as follows:

	\$15,000.00	Counsellor's Travel
	50,000.00	March Estimates (Expense)
Total	<u>\$65,000.00</u>	

Last week, you said you would take care of the following:

	\$ 3,543.00	Sachigo Lake Band (Adult Education)
Grand Total	\$68,543.00	

You should understand that the \$50,000.00 includes \$41,580.00 in administration dollars. Of the \$491,560.00 budgetted for in the last quarter, we received only \$379,260.00, a deduction of \$112,300.00. During the year, the Dept. has taken off at least \$300,000.00 from our budget. Now it seems that there is no money.

From the time that we asked for the Counsellors Travel money before Christmas, we were assured that we would get it and all the other funds besides. So far we have received nothing except a lot of talk and excuses. Up to this morning, I was assured that we would receive our funds by April 1st.

...../2

This is to inform you that we cannot continue to work on double talk, we need funds. If we do not get funds by April 1st, we will have to close our offices again until we receive the funds to work with. I suggest that you inform your Counsellors and those in Thunder Bay to prepare to deal with the students.

Yours truly,



R. A. Morris,  
Operations Manager.

RAM/jt

- cc: NNEC Executive Committee
- G. Mullin, D.I.A., Ont. Region. ✓
- H. Curtis, B.F.A., SLKT. Dist.
- E. Breton, L.G.A., SLKT. Dist.

 Indian and Northern  
Affairs Canada

Affaires indiennes  
et du Nord Canada

TEMPORARY FILE SLIP  
FICHE TEMPORAIRE DE DOSSIER

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Branch — Direction: Education File No. / Dossier No: 401/25-1-18

Subject — Sujet: Northern Saskatchewan Education Council

Main file is charged to — Dossier principal inscrit au nom de: FA (80/181)

REFERENCE — RENVOI					ACTION TAKEN — MESURES PRISES			
REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE — DATE DE RANGE- MENT	B.F. DATE — DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES	
E	K	418236	(Mar 27)	30.3.81	31.3.81	E		
ES	gom	418236			1.4.81	ES		
E1	gom	418236			2.4.81	( )		
E2	gom	418236			1.4.81	E2		

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000007

P. O. Box 1419, 38 Front Street

Sioux Lookout, Ontario POV 2T0

Telephone: (807)-737-2002

418230

401/25-1-18

March 27, 1981.

MAR 30 - 00 50 '81

Mr. D. A. Knight,  
Treasurer,  
The Long Dog District School Area Board,  
1820 Victoria Avenue,  
THUNDER BAY, Ontario.  
P7C IE2

Dear Mr. Knight:

Re: Education Budget 1980

In various consultations with Mr. D. M. Hall of Dept. of Indian Affairs, it was brought to my attention that the NNEC would be funding for the cost of operating the school at Long Dog Lake. I was informed that \$45,000.00 was required and this was what was budgetted for. We will forward funds in the amount of \$45,000.00 as soon as they are received.

Mr. Hall also indicated that the rest of the funds required for the 1980-81 fiscal year will be the responsibility of the Dept. of Indian Affairs. I should also inform you that the budget for the 1981/82 fiscal year has been submitted and no funds were provided for Long Dog as it was my understanding in my conversations with the Department that the \$45,000.00 would cover the cost of operating the school for the whole year, i.e. September 1980 to June 1981. I can only suggest that the bill for April 1981 to June 1981 be sent to the Dept. of Indian Affairs. Perhaps arrangements can be made between the NNEC and the Dept. of Indian Affairs during the summer to acquire funds for the operating expenses of the Long Dog Lake school during the 1981/82 school year.

It would also be appreciated when you submit the bills to include a breakdown of operating expenditures.

Yours truly,



R. A. Morris,  
Operations Manager.

/jt

cc: D. M. Hall, Sioux Lookout.  
G. Mullin, Toronto. ✓



Government  
of Canada

Gouvernement  
du Canada

**ACTION FICHE DE  
REQUEST SERVICE**

To — À <i>Song Steuwe</i>	File No. — Dossier N°  Date <i>31/3/81</i>
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From — De  
*Dept of Indian Affairs  
 Simon Lockout*

<input type="checkbox"/> Please call Prière d'appeler	Tel. No. — N° de tél.	Ext. — Poste
--	-----------------------	--------------

<input type="checkbox"/> Returned your call Vous a rappelé	<input type="checkbox"/> Will call again Vous rappellera	<input type="checkbox"/> Wants to see you Désire vous voir
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Date	Time — Heure	Message received by Message reçu par
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<input type="checkbox"/> Action Donner suite	<input type="checkbox"/> Approval Approbation	<input type="checkbox"/> Note & return Noter et retourner
<input type="checkbox"/> Comments Commentaires	<input type="checkbox"/> Draft reply Projet de réponse	<input type="checkbox"/> Note & forward Noter et faire suivre
<input type="checkbox"/> As requested Comme demandé	<input type="checkbox"/> Signature	<input type="checkbox"/> Note & file Noter et classer

*See attached*

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Indian and Northern  
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Affaires indiennes  
et du Nord Canada

TEMPORARY SLIP  
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Branch - Direction: *Training & Development.*

Subject - Sujet: *Northern Highways Education Council.*

Main file is charged to - Dossier principal inscrit au nom de: *FA-8-1-81*

File No. - Dossier N°: *401/25-1-18*

REFERENCE - RENVOI

ACTION TAKEN - MESURES PRISES

REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE - DATE DE RANGE- MENT,	B.F. DATE - DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES
<i>J</i>	<i>A</i>	<i>409048</i>	<i>13-1-81</i>	<i>28/1/81</i>		<i>J.</i>	<i>A</i>

NOTE: If action cannot be taken without the file, please make statement to that effect and return paper to Central Registry.  
REMARQUE: Si l'on ne peut procéder sans le dossier, prière de la déclarer et de renvoyer la correspondance aux archives.

Indian and  
Northern Affairs

Affaires indiennes  
et du Nord



409048

District Office:  
45 Prince St.  
Sioux Lookout, Ontario,  
POV 2T0  
807-737-2800

JAN 13 09 31 '01

Your file

Votre référence

401/25-1-18

Our file

Notre référence

Wally Water

I had Richard sign five additional copies  
in case the originals do not appear

Mac

CONTRIBUTION ARRANGEMENT

This Contribution arrangement made this \_\_\_\_\_ day of December 1980.

BETWEEN:

Her Majesty, The Queen in Right of Canada (hereinafter referred to as "her Majesty"), as represented by the Director General, Ontario Region of the Indian and Inuit Affairs Program, on behalf of the Minister of Indian Affairs and Northern Development (hereinafter referred to as "The Minister").

OF THE FIRST PART

AND The Northern Nishnawbe Education Council, (hereinafter referred to as "the Council" as represented by the duly constituted Board of Directors of the said Council (hereinafter referred to as "the Board").

OF THE SECOND PART

WHEREAS:

The Government of Canada provides education programs for Indian people pursuant to Section 114-118 of the Indian Act.

AND WHEREAS:

It is accepted policy of the Department that such services be provided by Indian Bands in accordance with local government principles of local control, accountability and responsibility;

The Council have expressed a desire to provide training for maintenance and janitorial staff in Federal schools on site in eight communities in the Sioux Lookout District.

NOW, THEREFORE, THIS ARRANGEMENT WITNESSETH that in consideration of the covenants and undertakings herein contained, the parties covenant and agree as follows:

The Council will:

- 1. Provide an instructor to teach janitors basic maintenance skills in 8 communities identified in consultation with the Sioux Lookout District office in:

- a. diesel maintenance
- b. furnace maintenance
- c. water heater maintenance
- d. water & sewage systems maintenance
- e. general cleaning duties
- f. general carpentry skills,

- 2. The instructor/Council will provide DIA with a report on:
  - a. Training completed in each community
  - b. Additional training required in each community
  - c. General maintenance recommendation
  - d. A practiced list of tools for each community upon completion of this project.
- 3. Maintain proper management practices including proper records of actual costs incurred, including invoices, receipts and vouchers. These records are to form part of an audit which will be made available to the Minister upon completion of this project.
- 4. Provide the Minister, as represented by the Director-General, Ontario Region with a financial statement as of April 1, 1981 and a full audit by a licensed public accountant by July 1, 1981
- 5. All correspondence to the Department pertaining to this arrangement shall be addressed to:

Director-General  
 Ontario Region  
 Department of Indian Affairs  
 and Northern Development  
 55 St. Clair Avenue East  
 TORONTO, Ontario  
 M4T 2P3

The Officer-In-Charge for this project is Mr. W. Walcer, Regional Training Advisor - Ontario Region, telephone - 966-8060.

6. The Terms and Conditions of the General Conditions, Consultants Contracts IAND 56-62 (attached), shall apply and form part of this arrangement.

In witness thereof, The Director - General of the Department of Indian Affairs and Northern Development - Ontario Region on behalf of the Minister and the Operation Manager, Northern Nishnawbe Education Council on behalf of the Bands, have here-  
to set their hand and seals.

\_\_\_\_\_  
Date

Regional Director General  
Ontario Region  
Indian and Inuit Affairs

\_\_\_\_\_  
Witness

Signed on behalf of the Party of the Second Part:

Jan. 5/81  
Date

*Richard A. Morris*  
R. Morris

*[Signature]*  
*[Signature]*

\_\_\_\_\_  
Witness

I certify that the financial requirement as outlined in the Minister's telex DM0949 dated July 8, 1980 have been fulfilled.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Date

GENERAL TERMS AND CONDITIONS

- The Contribution Arrangement will be in effect for the period January 15, 1981 to Mar 31, 1981, subject to amendment or termination by either party with just cause, giving notice in writing to that effect to the other party at least one month prior to the date of amendment or termination.
2. The Council will use the funds provided in this arrangement for the purposes outlined and will conform to Department of Indian Affairs and Northern Development guidelines relating to the expenditure of funds and all unexpended funds will be returned to this Department upon completion or cancellation of this arrangement.
  3. In the event the Council should fail to provide for the fulfillment of any of the purposes enumerated herein, or to provide any of the payments, goods, facilities, or services pertaining thereto, in accordance with this arrangement:
    - a) The Council shall return to the Department within thirty days all monies paid to them pursuant to this arrangement for the fulfillment of such purposes, less monies which have been duly and properly expended pursuant to this arrangement, and/or
    - b) agree to the establishment of joint management for a specified period of time over those activities pertaining to any such unfulfilled purposes.
  4. No payment pursuant to this arrangement shall cause the total payments to exceed the agreed amount of this contribution.
  5. The parties hereto agree to provide for the fulfillment of the purposes enumerated herein including the provision of all services which may be required for the fulfillment of purposes in accordance with the provision of this Arrangement.
  6. In consideration of this arrangement the Department is prepared but without legal obligation to provide an accountable contribution in the amount of \$13,582.00 upon the signing of this arrangement to be distributed as follows:
 

i. Partial payment for Dec/80, Jan, Feb/81 by Jan 15/81.	\$6,776.00
ii. Final payment for March/81 upon receipt of final project report and expenditure report by March 31/81.	\$6,776.00
  7. The Council will provide the Director General with expenditure reports and project progress reports in a quarterly basis. It is understood these reports are required prior to the release of the final payment. Upon completion of the project, the council will present a report of the work completed to the Director General, Ontario Region.
  8. Travel for the instructor will be paid in accordance with Treasury Board regulations by the Sioux Lookout District Office upon submission of proper documentation and vouchers of payment of expenses incurred by the instructor in the performance of this arrangement.
  9. The Band will arrange for an audit report to be completed by June 30/81.

APPENDIX 1

Expenditure Plan

Wages for instructor - not to exceed	\$6,400.00
Transportation, accommodation and meals - not to exceed	\$5,700.00
Clerical support - not to exceed	\$1,452.00
Total	<hr/> \$13,552.00

APPENDIX 2

Cash Flow

Partial Payment for Dec/80, Jan, Feb/81  
- by Jan 15/81  
- not to exceed \$6,776.00

Final Payment  
Upon completion of the project  
receipt of project report and expen-  
diture plan  
- by March 31/81  
- not to exceed \$6,776.00

Total \$13,552.00

CONTRIBUTION ARRANGEMENT

This Contribution arrangement made this \_\_\_\_\_ day of December 1980.

BETWEEN:

Her Majesty, The Queen in Right of Canada (hereinafter referred to as "her Majesty"), as represented by the Director-General, Ontario Region of the Indian and Inuit Affairs Program, on behalf of the Minister of Indian Affairs and Northern Development (hereinafter referred to as "The Minister").

OF THE FIRST PART

AND The Northern Nishnawbe Education Council, (hereinafter referred to as "the Council" as represented by the duly constituted Board of Directors of the said Council (hereinafter referred to as "the Board").

OF THE SECOND PART

WHEREAS:

The Government of Canada provides education programs for Indian people pursuant to Section 114-118 of the Indian Act.

AND WHEREAS:

It is accepted policy of the Department that such services be provided by Indian Bands in accordance with local government principles of local control, accountability and responsibility.

The Council have expressed a desire to provide training for maintenance and janitorial staff in Federal schools on site in eight communities in the Sioux Lookout District.

NOW, THEREFORE, THIS ARRANGEMENT WITNESSETH that in consideration of the covenants and undertakings herein contained, the parties covenant and agree as follows:

The Council will

- 1. Provide an instructor to teach janitors basic maintenance skills in 8 communities identified in consultation with the Sioux Lookout District office in:

- a. diesel maintenance
  - b. furnace maintenance
  - c. water heater maintenance
  - d. water & sewage systems maintenance
  - e. general cleaning duties
  - f. general carpentry skills,
2. The instructor/Council will provide DIA with a report on:
- a. Training completed in each community
  - b. Additional training required in each community
  - c. General maintenance recommendation
  - d. A practiced list of tools for each community upon completion of this project.
3. Maintain proper management practices including proper records of actual costs incurred, including invoices, receipts and vouchers. These records are to form part of an audit which will be made available to the Minister upon completion of this project.
4. Provide the Minister, as represented by the Director-General, Ontario Region with a financial statement as of April 1, 1981 and a full audit by a licensed public accountant by July 1, 1981.
5. All correspondence to the Department pertaining to this arrangement shall be addressed to:

Director-General  
Ontario Region  
Department of Indian Affairs  
and Northern Development  
55 St. Clair Avenue East  
TORONTO, Ontario  
M4E 2P3

The Officer-In-Charge for this project is Mr. W. Walcer  
Regional Training Advisor - Ontario Region, telephone -  
966-8060.

6. The Terms and Conditions of the General Conditions,  
Consultants Contracts IAND 56-62 (attached), shall  
apply and form part of this arrangement.

In witness thereof, The Director - General of the Department  
of Indian Affairs and Northern Development - Ontario Region  
on behalf of the Minister and the Operation Manager, Northern  
Nishnawbe Education Council on behalf of the Bands, have here-  
to set their hand and seals.

Date

Regional Director General  
Ontario Region  
Indian and Inuit Affairs

Witness

Signed on behalf of the Party of the Second Part:

Jan 5/81  
Date

Richard Morris  
Richard A. Morris  
R. Morris

[Signature]  
[Signature]

Witness

I certify that the financial requirement as outlined in the Minister's telex DM0949 dated July 8, 1980 have been fulfilled.

Date

Finance Officer

Date

GENERAL TERMS AND CONDITIONS

The Contribution Arrangement will be in effect for the period January 15, 1981 to Mar 31, 1981, subject to amendment or termination by either party with just cause, giving notice in writing to that effect to the other party at least one month prior to the date of amendment or termination.

2. The Council will use the funds provided in this arrangement for the purposes outlined and will conform to Department of Indian Affairs and Northern Development guidelines relating to the expenditure of funds and all unexpended funds will be returned to this Department upon completion or cancellation of this arrangement.
3. In the event the Council should fail to provide for the fulfillment of any of the purposes enumerated herein, or to provide any of the payments, goods, facilities, or services pertaining thereto, in accordance with this arrangement:
  - a) The Council shall return to the Department within thirty days all monies paid to them pursuant to this arrangement for the fulfillment of such purposes, less monies which have been duly and properly expended pursuant to this arrangement, and/or
  - b) agree to the establishment of joint management for a specified period of time over those activities pertaining to any such unfulfilled purposes.
4. No payment pursuant to this arrangement shall cause the total payments to exceed the agreed amount of this contribution.
5. The parties hereto agree to provide for the fulfillment of the purposes enumerated herein including the provision of all services which may be required for the fulfillment of purposes in accordance with the provision of this Arrangement.
6. In consideration of this arrangement the Department is prepared but without legal obligation to provide an accountable contribution in the amount of \$13,527.00 upon the signing of this arrangement to be distributed as follows:
  - i. Partial payment for Dec/80, Jan, Feb/81 by Jan 15/81. \$6,776.00
  - ii. Final payment for March/81 upon receipt of final project report and expenditure report by March 31/81. \$6,776.00
7. The Council will provide the Director General with expenditure reports and project progress reports in a quarterly basis. It is understood these reports are required prior to the release of the final payment. Upon completion of the project, the council will present a report of the work completed to the Director General, Ontario Region.
8. Travel for the instructor will be paid in accordance with Treasury Board regulations by the Sioux Lookout District Office upon submission of proper documentation and vouchers of payment of expenses incurred by the instructor in the performance of this arrangement.
9. The Band will arrange for an audit report to be completed by June 30/81.

APPENDIX 1

Expenditure Plan

Wages for instructor  
- not to exceed

\$6,400.00

Transportation,  
accommodation and  
meals  
- not to exceed

\$5,700.00

Clerical support  
- not to exceed

\$1,452.00

Total

---

\$13,552.00

APPENDIX 2

Cash Flow

Partial Payment for Dec/80, Jan, Feb/81  
- by Jan 15/81  
- not to exceed \$6,776.00

Final Payment  
Upon completion of the project  
receipt of project report and expen-  
diture plan  
- by March 31/81  
- not to exceed \$6,776.00

Total \$13,552.00

R.O. # 13 E

CONTRIBUTION ARRANGEMENT

This Contribution arrangement made this                    day of December 1980.

BETWEEN:

Her Majesty, The Queen in Right of Canada (hereinafter referred to as "her Majesty"), as represented by the Director-General, Ontario Region of the Indian and Inuit Affairs Program, on behalf of the Minister of Indian Affairs and Northern Development (hereinafter referred to as "The Minister").

OF THE FIRST PART

AND The Northern Nishnawbe Education Council, (hereinafter referred to as "the Council" as represented by the duly constituted Board of Directors of the said Council (hereinafter referred to as "the Board").

OF THE SECOND PART

WHEREAS:

The Government of Canada provides education programs for Indian people pursuant to Section 114-118 of the Indian Act;

AND  
WHEREAS:

It is accepted policy of the Department that such services be provided by Indian Bands in accordance with local government principles of local control, accountability and responsibility;

The Council have expressed a desire to provide training for maintenance and janitorial staff in Federal Schools on site in eight communities in the Sioux Lookout District.

NOW, THEREFORE, THIS ARRANGEMENT WITNESSETH that, in consideration of the covenants and undertakings herein contained, the parties covenant and agree as follows.

The Council will:

1. Provide an instructor to teach janitors basic maintenance skills in 8 communities identified in consultation with the Sioux Lookout District office in:

- a. diesel maintenance
  - b. furnace maintenance
  - c. water heater maintenance
  - d. water & sewage systems maintenance
  - e. general cleaning duties
  - f. general carpentry skills.
2. The instructor/Council will provide DIA with a report on:
- a. Training completed in each community
  - b. Additional training required in each community
  - c. General maintenance recommendation
  - d. A practiced list of tools for each community upon completion of this project.
3. Maintain proper management practices including proper records of actual costs incurred, including invoices, receipts and vouchers. These records are to form part of an audit which will be made available to the Minister upon completion of this project.
4. Provide the Minister, as represented by the Director-General, Ontario Region with a financial statement as of April 1, 1981 and a full audit by a licensed public accountant by July 1, 1981.
5. All correspondence to the Department pertaining to this arrangement shall be addressed to:

Director-General  
Ontario Region  
Department of Indian Affairs  
and Northern Development  
55 St. Clair Avenue East  
TORONTO, Ontario  
M4T 2P3

The Officer-In-Charge for this project is Mr. W. Walcer  
Regional Training Advisor - Ontario Region, telephone -  
966-8060.

6. The Terms and Conditions of the General Conditions,  
Consultants Contracts IAND 56-62 (attached), shall  
apply and form part of this arrangement.

In witness thereof, The Director - General of the Department  
of Indian Affairs and Northern Development - Ontario Region  
on behalf of the Minister and the Operation Manager, Northern  
Nishnawbe Education Council on behalf of the Bands, have here-  
to set their hand and seals.



\_\_\_\_\_  
Date

\_\_\_\_\_  
Regional Director General  
Ontario Region  
Indian and Inuit Affairs

\_\_\_\_\_  
Witness

Signed on behalf of the Party of the Second Part:

Jan. 5/81  
Date

*Richard Morris*  
*Richard A. Morris*  
R. Morris

*[Signature]*  
\_\_\_\_\_  
Witness

I certify that the financial requirement as outlined in the Minister's telex DM0949 dated July 8, 1980 have been fulfilled.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Date

GENERAL TERMS AND CONDITIONS

The Contribution Arrangement will be in effect for the period January 15, 1981 to Mar 31, 1981, subject to amendment or termination by either party with just cause, giving notice in writing to that effect to the other party at least one month prior to the date of amendment or termination.

- 2. The Council will use the funds provided in this arrangement for the purposes outlined and will conform to Department of Indian Affairs and Northern Development guidelines relating to the expenditure of funds and all unexpended funds will be returned to this Department upon completion or cancellation of this arrangement.
- 3. In the event the Council should fail to provide for the fulfillment of any of the purposes enumerated herein, or to provide any of the payments, goods, facilities, or services pertaining thereto, in accordance with this arrangement:
  - a) The Council shall return to the Department within thirty days all monies paid to them pursuant to this arrangement for the fulfillment of such purposes, less monies which have been duly and properly expended pursuant to this arrangement, and/or
  - b) agree to the establishment of joint management for a specified period of time over those activities pertaining to any such unfulfilled purposes.

4. No payment pursuant to this arrangement shall cause the total payments to exceed the agreed amount of this contribution.

5. The parties hereto agree to provide for the fulfillment of the purposes enumerated herein including the provision of all services which may be required for the fulfillment of purposes in accordance with the provision of this Arrangement.

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8. Travel for the instructor will be paid in accordance with Treasury Board regulations by the Sioux Lookout District Office upon submission of proper documentation and vouchers of payment of expenses incurred by the instructor in the performance of this arrangement.

9. The Band will arrange for an audit report to be completed by June 30/81.

APPENDIX I

Expenditure Plan

Wages for instructor	
- not to exceed	\$6,400.00
Transportation, accommodation and meals	
- not to exceed	\$5,700.00
Clerical support	
- not to exceed	\$1,452.00
Total	<hr/> \$13,552.00

APPENDIX 2

Cash Flow

Partial Payment for Dec/80, Jan, Feb/81

- by Jan 15/81

- not to exceed

\$6,776.00

Final Payment

Upon completion of the project  
receipt of project report and expen-  
diture plan

- by March 31/81

- not to exceed

\$6,776.00

Total

\$13,552.00

CONTRIBUTION ARRANGEMENT

This Contribution arrangement made this \_\_\_\_\_ day of December 1980.

BETWEEN:

Her Majesty, The Queen in Right of Canada (hereinafter referred to as "her Majesty"), as represented by the Director General, Ontario Region of the Indian and Inuit Affairs Program, on behalf of the Minister of Indian Affairs and Northern Development (hereinafter referred to as "The Minister").

OF THE FIRST PART.

AND The Northern Nishnawbe Education Council, (hereinafter referred to as "the Council" as represented by the duly constituted Board of Directors of the said Council (hereinafter referred to as "the Board").

OF THE SECOND PART.

WHEREAS:

The Government of Canada provides education programs for Indian people pursuant to Section 114-118 of the Indian Act.

AND WHEREAS:

It is accepted policy of the Department that such services be provided by Indian Bands in accordance with local government principles of local control, accountability and responsibility;

The Council have expressed a desire to provide training for maintenance and janitorial staff in Federal schools on site in eight communities in the Sioux Lookout District.

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2. The instructor/Council will provide DIA with a report on:
- a. Training completed in each community
  - b. Additional training required in each community
  - c. General maintenance recommendation
  - d. A practiced list of tools for each community upon completion of this project.
3. Maintain proper management practices including proper records of actual costs incurred, including invoices, receipts and vouchers. These records are to form part of an audit which will be made available to the Minister upon completion of this project.
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and Northern Development  
55 St. Clair Avenue East  
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M4T 2P3

The Officer-In-Charge for this project is Mr. W. Walcer  
Regional Training Advisor - Ontario Region, telephone -  
966-8060.

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In witness thereof, The Director - General of the Department  
of Indian Affairs and Northern Development - Ontario Region  
on behalf of the Minister and the Operation Manager, Northern  
Nishnawbe Education Council on behalf of the Bands, have here-  
to set their hand and seals.

Date

Regional Director General  
Ontario Region  
Indian and Inuit Affairs

Witness

Signed on behalf of the Party of the Second Part:

Jan. 5/81  
Date

*Richard Morris*  
*Richard A. Morris*  
R. Morris

*Shall*  
*[Signature]*

Witness

I certify that the financial requirement as outlined in the Minister's telex DM0949 dated July 8, 1980 have been fulfilled.

Date

Finance Officer

Date

GENERAL TERMS AND CONDITIONS

The Contribution Arrangement will be in effect for the period January 15, 1981 to Mar 31, 1981, subject to amendment or termination by either party with just cause, giving notice in writing to that effect to the other party at least one month prior to the date of amendment or termination.

- 2. The Council will use the funds provided in this arrangement for the purposes outlined and will conform to Department of Indian Affairs and Northern Development guidelines relating to the expenditure of funds and all unexpended funds will be returned to this Department upon completion or cancellation of this arrangement.
- 3. In the event the Council should fail to provide for the fulfillment of any of the purposes enumerated herein, or to provide any of the payments, goods, facilities, or services pertaining thereto, in accordance with this arrangement:

- a) The Council shall return to the Department within thirty days all monies paid to them pursuant to this arrangement for the fulfillment of such purposes, less monies which have been duly and properly expended pursuant to this arrangement, and/or
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- 4. No payment pursuant to this arrangement shall cause the total payments to exceed the agreed amount of this contribution.
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by Jan 16/81.
- ii. Final payment for March/81 upon receipt of final project report and expenditure report of final \$6,776.00  
by March 31/81.

- 7. The Council will provide the Director General with expenditure reports and project progress reports in a quarterly basis. It is understood these reports are required prior to the release of the final payment. Upon completion of the project, the council will present a report of the work completed to the Director General, Ontario Region.
- 8. Travel for the instructor will be paid in accordance with Treasury Board regulations by the Sioux Lookout District Office upon submission of proper documentation and vouchers of payment of expenses incurred by the instructor in the performance of this arrangement.
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- not to exceed

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Transportation,  
accommodation and  
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- not to exceed

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Clerical support  
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Total

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APPENDIX 2

Cash Flow

Partial Payment for Dec/80, Jan, Feb/81  
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Final Payment  
Upon completion of the project  
receipt of project report and expen-  
diture plan  
- by March 31/81  
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Total \$13,552.00

CONTRIBUTION ARRANGEMENT

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  - e. general cleaning duties
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Ontario Region  
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TORONTO, Ontario  
M4T 2P3

The Officer-In-Charge for this project is Mr. W. Walcer  
Regional Training Advisor - Ontario Region, telephone -  
966-8060.

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In witness thereof, The Director - General of the Department  
of Indian Affairs and Northern Development - Ontario Region  
on behalf of the Minister and the Operation Manager, Northern  
Nishnawbe Education Council on behalf of the Bands, have here-  
to set their hand and seals.

Date

Regional Director General  
Ontario Region  
Indian and Inuit Affairs

Witness

Signed on behalf of the Party of the Second Part:

Jan. 5/81  
Date

Richard Morris  
R. Morris

[Signature]  
[Signature]

Witness

I certify that the financial requirement as outlined in the Minister's telex DM0949 dated July 8, 1980 have been fulfilled.

Date

Finance Officer

Date

GENERAL TERMS AND CONDITIONS

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by Jan 15/81.	
ii. Final payment for March/81 upon receipt of final project report and expenditure report	\$6,776.00
by March 31/81.	
  7. The Council will provide the Director General with expenditure reports and project progress reports in a quarterly basis. It is understood these reports are required prior to the release of the final payment. Upon completion of the project, the council will present a report of the work completed to the Director General, Ontario Region.
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APPENDIX 1

Expenditure Plan

Wages for instructor - not to exceed	\$6,400.00
Transportation, accommodation and meals - not to exceed	\$5,700.00
Clerical support - not to exceed	\$1,452.00
Total	<hr/> \$13,552.00

APPENDIX 2

Cash Flow

Partial Payment for Dec/80, Jan, Feb/81	
- by Jan 15/81	
- not to exceed	\$6,776.00
Final Payment	
Upon completion of the project receipt of project report and expen- diture plan	
- by March 31/81	
- not to exceed	\$6,776.00
	<hr/>
Total	\$13,552.00



Indian and Northern Affairs Canada  
Affaires indiennes et du Nord Canada

Tel: 807-737-2800.

4 0 8 4 4 9

Regional Director General,  
Ontario Region.

P.O. Box 369,  
45 Prince Street,  
SIOUX LOOKOUT,  
Ontario.  
POV 2T0  
January 7, 1981.

Attn: Dave Luck,  
Finance.

JAN 8 09 27 '81

Your file / Votre référence 401/25-1-18

Our file / Notre référence 494/25-13-1 (E)

Re: Northern Nishnawbe Education Council.

The Northern Nishnawbe Education Council is unable to complete the cash flow document as [REDACTED]. This is delaying the requisition of their fourth quarter funds.

The bank manager informed the Department that the NNEC is 25.0 in overdraft as of 10 a.m., January 7, 1981. He is reluctant to allow this overdraft to continue and proposed returning the cheques. This would create serious problems for the students depending on these cheques as well as destroying the NNEC's credibility with the students and boarding home parents.

Emergency interim funding is required to provide operating money for the NNEC until such time as a cash flow document can be produced. A total of 100.0 would be required to meet the needs in all programs until the end of January.

Your assistance in obtaining these funds as soon as possible would be greatly appreciated.

*Called John Parry today - said we need expenditure statement*

John E. Parry,  
District Manager,  
Sioux Lookout District.

*MH/av and can use existing cash flow revision to cash flow - can come later*

*9/1/81*



BATCH CONTROL  
SLIP

From: I.A.N. — de: A.I.N.

D.S.S. Only

M.A.S. Seulement

To: D.S.S. — à: M.A.S.

*John Lookout*

*Regional Services*

Batch Header — Entête de lot

0 0

Final Batch  
Dernier lot

Department  
Ministère

4 2

Program — Programme

2

L.S.O. Number  
Bureau Serv. Loc.

34

Source Number  
N° de Source

6617

Batch Prefix — Préfixe de lot

Sub System  
Sous-Systeme  
RCM  
ACR

4 9 4 4

Batch #  
No de lot

163

Input Documents  
Documents d'Entrée

1

Output Documents  
Documents de Sortie

1

Batch Identification — Identification de lot

Originating Office — Bureau initiateur

4011

Amount  
Montant 1

1000000.00

cr

Date Prepared — Date du formulaire

8/01/87  
Y-A M D-J

Amount  
Montant 2

cr

Fiscal Period — Période financière

808/110  
Y-A Y-A M

Total (net)

1000000.00

cr

Transaction Type — Genre de transaction

011

Number of Records — Nombre de postes

01011

Enter "X" if correction — Inscire "X" si correction

VR 10376

- Contains
- Travel (Inc. Trip Advances)
  - Other Advances
  - Capital
  - I.E.D.F.
  - Receipts
  - Cancelled Cheques
  - J.V. - D.S.S. only
  - J.V. - B.C.S. only
  - Other Regions

- Logged in B.C.S.
- Receipts
- Cash Recorded
- Quality Control
- Travel Posted
- Capital Posted
- Other Advances Posted
- I.E.D.F.
- Logged Out D.S.S.
- B.C.S.
- RECEIPTS

Date	Initial
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Logged in  
Keyed By  
Verified By  
Logged Back in

Cash Available

B.C.S. Audit

*S. Zarecki*  
7/1/81

*[Signature]*  
Authorized Signature — Signature de l'agent autorisé



REQUISITION FOR CHEQUE (CANADIAN AND FOREIGN FUNDS) / DEMANDE DE CHÈQUE (EN DOLLARS CANADIENS ET ÉTRANGERS)

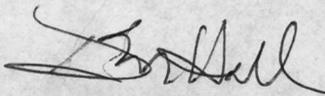
BRANCH, DIVISION OR UNIT - DIRECTION, DIVISION OU SERVICE <b>SIOUX LOOKOUT DISTRICT</b>	DEPARTMENT MINISTÈRE <b>42</b>	SOURCE	ACCOUNTS PAYABLE VOUCHER - REFERENCE NO. / N° DE PIÈCE DE COMPTES PAYABLES - RÉFÉRENCE <b>10276-V63</b>
--	-----------------------------------	--------	--

PAYEE'S NAME AND ADDRESS - NOM ET ADRESSE DU BÉNÉFICIAIRE <b>NORTHERN NISHINABIE EDUCATION COUNCIL % DEPT. OF INDIAN AFFAIRS BOX 369, SIOUX LOOKOUT, Ontario, POV 2T0</b>	FOREIGN CURRENCY IDENTIFICATION / DESIGNATIONS DES DEVISES ÉTRANGÈRES	DATE <b>81-01-07</b>
	RATE OF EXCHANGE / COURS DU CHANGE	FISCAL ACCTG. SERIAL NO. / COMPTABILITÉ FISCALE N° DE SÉRIE
	DATE AND CHEQUE NO.	N° ET DATE DU CHÈQUE

CORRESPONDENCE RELATING TO THE REMITTANCE SHOULD BE DIRECTED TO THE DEPARTMENT INDICATED ABOVE QUOTING THE CHEQUE NUMBER.  
ADRESSER LA CORRESPONDANCE AFFÉRENTE AU MINISTÈRE PRÉCITÉ; PRIÈRE D'INDIQUER LE N° DU CHÈQUE

PARTICULARS - DÉTAILS	FOREIGN AMOUNT / MONTANT ÉTRANGER	EXCHANGE CHANGE	CANADIAN AMOUNT / MONTANT CANADIEN \$	¢
emergency as per attached letter			100,000.	00
<b>TOTAL</b>			<b>100,000.</b>	<b>00</b>

CERTIFICATE NO. / CERTIFICAT N°	PROG.	V.C.C. / C.C.C.	MANAGER - ADMINISTRATEUR		FUNCTION / FONCTION	COST ELEMENT / ÉLÉMENT DE COÛT	LINE OBJECT / ARTICLE D'EXÉCUTION	AMOUNT - MONTANT		CR CT	REMARKS - OBSERVATIONS
			RESP. CENTRE / CENTRE DE RESP.	COST CENTRE / CENTRE DE COÛT				\$	¢		
30022	2	31.0	175	00	3009	99995	4203	100,000.	00		
<b>TOTAL</b>								<b>100,000.</b>	<b>00</b>		

CERTIFIED PURSUANT TO SECTION 27 OF THE FINANCIAL ADMINISTRATION ACT CERTIFIÉ EN VERTU DE L'ARTICLE 27 DE LA LOI SUR L'ADMINISTRATION FINANCIÈRE  AUTHORIZED OFFICER - FONCTIONNAIRE AUTORISÉ	REQUISITIONED FOR PAYMENT PURSUANT TO SECTION 26 OF THE FINANCIAL ADMINISTRATION ACT & CERTIFIED IN ACCORDANCE WITH SUBSECTION 7(1) OF THE ACCOUNT VERIFICATION & PAYMENT REQUISITION REGULATIONS. DEMANDE DE PAIEMENT AUX TERMES DE L'ARTICLE 26 DE LA LOI SUR L'ADMINISTRATION FINANCIÈRE. CERTIFIÉ CONFORMÉMENT AU PARAGRAPHE 7(1) DU RÈGLEMENT SUR LE CONTRÔLE DES COMPTES ET LA DEMANDE DE PAIEMENT. AUTHORIZED OFFICER - FONCTIONNAIRE AUTORISÉ	 CERTIFIED CORRECT / CERTIFIÉ CONFORME SERVICES OFFICER - AGENT DE SERVICES
--	---	--

55 St. Clair Avenue East  
Toronto, Ontario M4T 2P8

Mr. Richard Morris  
Operations Manager  
Northern Nishnawbe Education  
Council  
P.O. Box 1419, 38 Front Street  
Sioux Lookout, Ontario  
POV 2T0

401/25-1-18 (E8)

Dear Richard:

I have just received the proposal which you sent with covering letter on October 23, and have read over all the enclosed material with great interest.

Since I will be leaving the department at the end of this week, I have turned the package over to Gerry Kerr for an official departmental reply.

May I add a personal note, however. I find much in the material you sent that is encouraging and stimulating, and I do wish those involved much success in the realization of a more effective translation/interpretation service. As I read through the material, a few thoughts occurred to me that might work as time and effort savers for your personnel, and if you feel that this sort of input would be at all helpful, I'd be glad to chat about it. My home phone number is (416) 691-7965.

Yours truly,

*MLM*

Mary Mitchell  
Native Language Consultant

MM/ab

Note; this letter was in reply to entry 400725

NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street  
Sioux Lookout, Ontario P0V 2T0  
Telephone: (807)-737-2002

4 0 0 7 2 5

Oct 27 09 50 '80  
October 23, 1980.

401/25-1-18  
E

Ms. Mary Mitchell,  
Native Language Co-ordinator,  
Dept. of Indian Affairs & Northern  
Development,  
55 St. Claire Ave. East,  
TORONTO, Ontario.  
M4T 2P8

Dear Mary:

Re: Enclosed Proposal

Please find a proposal for a Native Language Research Project conducted jointly by the Ojibway-Cree Cultural Centre and the Wawata Native Communications Society. This project is a result of the Native Language Project Report even though initially, parts of the project were done concurrently during the NNLP project period. This should not hinder funding the project, however.

I would suggest also that since the Native Language Program is a non-discretionary program that strong consideration be given to fund the whole project rather than have the uncertainty of parts of the project not being funded by the various agencies.

Any questions or comments you may have should be directed to Wawata or the Ojibway-Cree Cultural Centre.

Yours truly,



Richard Morris,  
Operations Manager.

RM/jt  
Encl.

cc: Jim Morris, Wawata.  
cc: Alex Spence, Ojib.-Cree Cultural Centre.

M 29  
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NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street

Sioux Lookout, Ontario P0V 2T0

Telephone: (807)-737-2002

October 23, 1980.

*Jim Morris,  
Manager,  
Wabata Native Communications Society,  
P. O. Box 1180,  
SIOUX LOOKOUT, Ontario.  
POV 2T0*

*Dear Jim:*

*Re: Native Language Research Proposal.*

*The NNEC does not receive funds for such projects. Therefore, I have forwarded the proposal to Mary Mitchell in Toronto. She is the Co-ordinator of the Native Language Program in the Ontario Region for the Dept. of Indian Affairs. The Native Language Program comes under the Cultural Enrichment Program which is a non-discretionary area. So the proposal should have no problems getting funding in the amount requested.*

*A couple of comments. The results of the project should be forwarded to Mary Mitchell so that we are all aware of the developments in the Native Language area. Mary can use your findings in the Native Language Teacher Training Program, the first of which occurred this summer at Lakehead University.*

*Mary McKay of Big Trout Lake was also involved in the NLTP program and I'm sure there are areas she saw were different. Perhaps your project, or at least your findings, could involve the people that took the NLTP program. This suggestion is to create the coordination of activities that came out of the Native Language Project Report and keep everyone that was involved aware of up-to-date developments.*

.... /2

Jim Morris

-2-

October 23, 1980

In language development, we should not tend to rely solely on the expertise of our Elders. The language they have, even if they are the experts, is limited regardless of what they have learned or experienced. We should all realize that our language has already borrowed words from the English language, i.e. 'k' = cake = cake in pronunciation, 'p' = pie = pie in pronunciation, etc., and this is also true of all languages. Languages also develop new words, phrases, and terminology in conjunction with new discoveries. We should keep this in mind when the Word Resource List, which I understand is to include old and new terminology, is developed.

Finally, the proposal sounds very good and I wish you success in achieving the stated goals.

Yours truly,



Richard Morris,  
Operations Manager.

RM/jt

cc: Alex Spence, Director,  
Ojib.-Cree Cultural Centre, TIMMINS, Ont.

cc: Mary Mitchell, Native Language Co-ordinator, ✓  
D.I.A.N.D., TORONTO, Ont.

MM  
10/23/80  
000053

# WA-WA-TA NATIVE COMMUNICATIONS SOCIETY

P.O. Box 1180

Sioux Lookout, Ontario

Telephone: (807) ~~737-1545~~

~~737-1505~~ 737-2951

October 22, 1980

Mr. Richard Morris  
Manager  
Northern Nishnawbe  
Education Council  
Box 1419  
Sioux Lookout, Ontario  
POV 2T0

Dear Richard:

Re: Native Language Research Project

I am attaching a copy of our proposal for the second year of the Native Language Research Project which is being done jointly by Wawatay and the Ojibway-Cree Cultural Centre. Pat and Greg had written separate reports which were presented to the Native Community Branch in Thunder Bay during September but the reports had to be rewritten and combined into one document.

The purpose of this letter is to:

1. Make one request, and
  2. explain some new developments.
1. The proposal budgets for two Research Assistants. We are formally asking the Northern Nishnawbe Education Council or Indian Education for that matter, if they would be willing to fund the two Research Assistants, or one Assistant. In terms of dollars, this is what we are asking for:

2 Assistants at \$14,000	\$ 28,000
Benefits @ 10%	2,800
	\$ 30,800

2. Northern Native Language Project. Both Pat Ningewance and Gregg Spence will remain on this Project Committee. It may be interesting and useful to invite Dr. Henriette Seyffert, Chairman of the Department of Languages at Lakehead University to sit in as an

observer on one of the Committee meetings.

3. Lakehead University. Dr. Seyffert and her Department are showing a very keen interest in native languages, not only because it is an exciting subject to them, but also because it fits within their over all philosophy of being a regional University. In the first instance, they will take immediate steps to have the Translator/Interpreter Course, which will be developed during this phase of the Research Project, taught at Lakehead University at the next spring and summer sessions.

This is my position: The ultimate purpose of the Native Language Research Project was to develop a course for Translators and Interpreters because there is a very immediate need for that now. Hopefully, by next summer we will have accomplished that objective. I want the course evaluated after it has been taught to see if it achieved the anticipated results. After that, then they could make it into a full program as part of plans Dr. Seyffert and her Department have for a Native Language Institute at Lakehead University. This is all in the planning stages and is still subject to the approval of their Senate, plus all the other channels which they have created for themselves through which to put stuff through for authorization. I am attaching a copy of a general outline which they will present to their people for your information only.

I personally feel that all things in Native Language Development are coming together quite nicely. But it looks like that the entire scope of work that needs to be done in the field of Native Language Development will require a pooling of resources by everyone who is interested in this work, co-ordination and sharing of the work and research which is generated in this process.

We will be looking forward to your reply.

Yours sincerely,

  
Jim Morris

JM:am  
Enclosure

NATIVE LANGUAGE INSTITUTE

The following courses are offered for degree programmes. Courses marked \* are open to Faculty of Education students in the NLTE program. Courses marked \*\* are open to graduates of the Faculty of Education NLTE program.

I General Courses

\*\*NL Linguistics 2710 - Introduction to Native American Linguistics

A survey of the native languages of North America: present situation, historical relationships, sound systems, grammatical structures, geographic and social variation, writing systems, and language maintenance. The basic principles of descriptive and historical linguistics will be introduced.  
Lecture 3 hours

\*\*NL Linguistics 2712 - Algonquian Linguistics

A study of the languages of the Algonquian family with particular emphasis on Ojibway and Cree.  
Lecture 3 hours  
Seminar 2 hours

\*\*NL Linguistics 3250 - Translation

prerequisite -  
Ojibway or Cree 3230

Specific problems of translation. The topic of this seminar will vary from year to year.  
Seminar 2 hours

\*\*NL Seminar 3550 - Literature

prerequisite -  
Ojibway or Cree 3510 or 3530

Specific problems of extent literature or creative writing. The topic of this seminar will vary from year to year.  
Seminar 2 hours

\*\*NL Linguistics 3710 - Algonquian Applied Linguistics

Introduction to problems and research methods.  
Lecture 3 hours

\*\*NL Seminar 3750 - Linguistics

prerequisite -  
NL Linguistics 2712 or 3710

Specific problems of theoretical or applied linguistics. The topic of the seminar will vary from year to year.  
Seminar 2 hours

\*\*NL Linguistics 3801 - Special Subject

prerequisite -  
consent of the instructor

Introduction to bibliography and independent research methods. Project on a literary, linguistic or language subject.  
Seminar 2 hours

*Note: This paper has been slightly revised since printing.*

## II Algonquian courses

- \*Algonquian 1210 - Algonquian Structure Part I prerequisite -  
fluency in an Algonquian language

An introduction to Algonquian language structure and syllabic orthographic principles through the study of examples from the various Algonquian languages represented by class members.

Lecture 3 hours

Laboratory 2 hours

- \*Algonquian 1212 - Algonquian Structure Part I prerequisite -  
fluency in an Algonquian language

Introduction to a second Algonquian language, its structure and orthographic principles, through the study of examples from the various Algonquian languages represented by other class members.

Lecture 3 hours

Laboratory 2 hours

- \*Algonquian 1230 - Algonquian Structure Part II prerequisite -  
Algonquian 1210

Continuation of the structural study of the Algonquian languages by the inductive approach. Reading of selected syllabic texts from various language areas and syllabic traditions for comparison purposes. Proofreading and correcting of unedited text. Advanced work in syllabics.

Lecture 3 hours

Laboratory 2 hours

- \*Algonquian 1232 - Algonquian Structure Part II prerequisite -  
Algonquian 1212

Structural study of Algonquian languages with emphasis on conversation patterns. Students will also read selected texts and participate in selected activities requiring a standard orthography.

Lecture 3 hours

Laboratory 2 hours

- \*Algonquian 2210 - Algonquian Structure Part III prerequisite -  
Algonquian 1230

Continuation of the structural study of Algonquian languages with the student assuming increasing responsibility for independent analysis. Contrasting phonemic and morphophonemic conventions. Introduction to Roman orthography.

Lecture 3 hours

Laboratory 2 hours

- \*Algonquian 2212 - Algonquian Structure Part III prerequisite -  
Algonquian 1232

Continued study of Algonquian language structure, with students assuming increasing responsibility for independent analysis. Application of orthographic principles in proofreading and correcting of unedited text.

Lecture 3 hours

Laboratory 2 hours

\*Algonquian 2230 - Algonquian Structure Part IV

prerequisite -  
2210

Preparation of Algonquian structural descriptions. Summary of considerations in standardizing an orthography. Guided individual transcription project.

Lecture 3 hours

Laboratory 2 hours

\*Algonquian 2232 - Algonquian Structure Part IV

prerequisite -  
Algonquian 2212

Guided individual or small group work on selected Algonquian structural and orthographic projects relating to the development of written materials of increasing difficulty in the student's own language.

Lecture 3 hours

Laboratory 2 hours

### III Iroquoian courses

\*Iroquoian 1212 - Iroquoian Structure Part I prerequisite -  
fluency in Iroquoian

An introduction to Iroquoian language structure and orthographic principles through the study of examples from the various Iroquoian languages represented by class members.  
Lecture 3 hours

\*Iroquoian 1232 - Iroquoian Structure Part II prerequisite -  
Iroquoian 1212

A continuation of the structural study of Iroquoian languages with emphasis on conversational patterns. Students will also read selected texts and participate in selected activities requiring standard orthography.  
Lecture 3 hours

\*Iroquoian 2212 - Iroquoian Structure Part III prerequisite -  
Iroquoian 1232

Continued study of Iroquoian language structure, with students assuming increasing responsibility for independent analysis. Application of orthographic principles in proofreading and correcting of unedited text.  
Lecture 3 hours

\*Iroquoian 2232 - Iroquoian Structure Part IV prerequisite -  
Iroquoian 2212

Guided individual or small group work on selected Iroquoian structural and orthographic projects relating to development of written materials of increasing difficulty in the student's own language.  
Lecture 3 hours

1V Ojibway as a Second Language

Ojibway 1000 - Ojibway for Beginners

Description of the language and its relation to other languages of Northwestern Ontario. Introduction to basic phonetics, grammar and conversation.

Lecture 3 hours

Laboratory 2 hours

Ojibway 2000 - Intermediate Ojibway

prerequisite -  
Ojibway 1000

Development of basic skills. Introduction to reading materials.

Lecture 3 hours

Laboratory 2 hours

Ojibway 2010 - Field Study

Special project to be pursued as a practicum on location.

Lecture 3 hours

Laboratory 2 hours

Ojibway 3000 - Advanced Ojibway

prerequisite -  
Ojibway 2010

Continued practice of aural, oral, reading, and writing skills. Introduction to syllabic writing. Contrastive analysis of related languages.

Lecture 3 hours

Laboratory 2 hours

Ojibway 3010 - Ojibway Immersion

Development of all language skills on location.

Lecture 3 hours

Laboratory 2 hours

\*\*Ojibway 3210 - Translation I

prerequisite -

Ojibway 3010, Algonquian 2230 or 2232 or consent of the instructor

Introduction to the theory of translation. Major problems in translating from/into Ojibway.

Lecture 3 hours

Laboratory 2 hours

\*\*Ojibway 3230 - Translation II

prerequisite -  
Ojibway 3210

Theory and practice of translation. Problems of literary and technological translation.

Lecture 3 hours

Laboratory 2 hours

\*\*Ojibway 3510 - Language and literature

prerequisite -  
Ojibway 3010, Algonquian 2230 or 2232

The oral tradition. Problems and methods of collection and analysis. Research and guided projects in extent literature.

Lecture 3 hours  
Laboratory 2 hours

\*\*Ojibway 3530 - Composition

prerequisite -  
Ojibway 3510

Expository and creative writing. Research and guided projects.

Lecture 3 hours  
Laboratory 2 hours

V Cree as a Second Language

Cree 1000 - Cree for Beginners

Description of the language and its relation to other languages of Ontario. Introduction to basic phonetics, grammar and conversation.

Lecture 3 hours  
Laboratory 2 hours

Cree 2000 - Intermediate Cree

prerequisite -  
Cree 1000

Development of basic skills. Introduction to reading materials.

Lecture 3 hours  
Laboratory 2 hours

Cree 2010 - Field Study

Special project to be pursued as a practicum on location.

Lecture 3 hours  
Laboratory 2 hours

Cree 3000 - Advanced Cree

prerequisite -  
Cree 2010 or consent of the instructor.

Continued practice of aural, oral, reading, and writing skills. Introduction to syllabic writing. Contrastive analysis of related languages.

Lecture 3 hours  
Laboratory 2 hours

Cree 3010 - Cree Immersion

Development of all language skills on location.

Lecture 3 hours  
Laboratory 2 hours

\*\*Cree 3210 - Translation I

prerequisite -

Cree 3010, Algonquian 2230 or 2232 or consent of the instructor

Introduction to the theory of translation. Major problems in translating from/into Cree.

Lecture 3 hours  
Laboratory 2 hours

\*\*Cree 3230 - Translation II

prerequisite -  
Cree 3210

Theory and practice of translation. Problems of literary and technological translation.

Lecture 3 hours  
Laboratory 2 hours

\*\*Cree 3510 - Language and literature prerequisite -  
Cree 3010, Algonquian 2230 or 2232

The oral tradition. Problems and methods of collection and analysis. Research and guided projects in extent literature.

Lecture 3 hours

Laboratory 2 hours

\*\*Cree 3530 - Composition prerequisite -  
Cree 3510

Expository and creative writing. Research and guided projects.

Lecture 3 hours

Laboratory 2 hours

Toronto, Ontario M4T 2P8

September 29, 1980

401/25-1 (E2) <sup>18</sup> PA

District Manager  
Sioux Lookout District

Attention: D. M. Hall, DSE

Re: Pelican Group Home Salaries

Further to your request for our approval of the proposed salary schedules for Pelican Group Homes, please be advised of the following:

We would support the following as a funding basis.

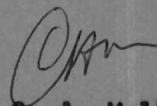
1. For those without professional training  
--GS scale - attached.
2. For those with professional training  
--WP 1 scale - attached.

Under no circumstance could we support the application of the EST scale for child care workers no matter what training the individual might have. We were, in fact, quite surprised by your support of this recommendation.

Should you have further questions please do not hesitate to contact us.

GPK/mm

cc. G. Maxwell



G. A. Mullin  
Director of Education  
Ontario Region



MESSENGER SERVICES SUB-GROUP (MPS) RATES / SOUS-GROUPE SERVICES DE MESSAGIER (MPS) TAUX  
 EFFECTIVE DATE: DECEMBER 24, 1979/DATE D'EFFET: 24 DECEMBRE 1979  
 CLASSIFICATION LEVEL/NIVEAU DE CLASSIFICATION

ZONE	1	2	3	4	5	6	7	8	9	10	11	12
1												
2												
3	4.53	5.79	6.21	6.69	7.15	7.58	8.05	8.49	8.97	9.48	9.87	10.34
4	4.42	5.65	6.06	6.53	6.98	7.40	7.85	8.29	8.73	9.24	9.63	10.08
5	4.29	5.49	5.88	6.33	6.75	7.17	7.61	8.02	8.47	8.99	9.33	9.77
6	4.32	5.52	5.90	6.37	6.80	7.20	7.67	8.07	8.51	9.03	9.39	9.83
7	4.37	5.52	5.90	6.37	6.80	7.20	7.67	8.07	8.51	9.03	9.39	9.83
8												
9	4.44	5.68	6.09	6.57	7.01	7.44	7.89	8.33	8.80	9.44	9.68	10.15
10	4.43	5.67	6.07	6.56	6.99	7.42	7.87	8.31	8.78	9.30	9.66	10.11
11	4.43	5.67	6.07	6.56	6.99	7.42	7.87	8.31	8.78	9.30	9.66	10.11
12	4.46	5.69	6.12	6.60	7.02	7.46	7.94	8.36	8.93	9.34	9.72	10.17
13	4.60	5.85	6.32	6.81	7.27	7.71	8.19	8.64	9.13	9.66	10.04	10.52
14	4.29	5.49	5.88	6.33	6.75	7.17	7.61	8.02	8.47	8.99	9.33	9.77
15	4.29	5.49	5.88	6.33	6.75	7.17	7.61	8.02	8.47	8.99	9.33	9.77
16	4.29	5.49	5.88	6.33	6.75	7.17	7.61	8.02	8.47	8.99	9.33	9.77
17	4.41	5.64	6.03	6.52	6.96	7.38	7.83	8.27	8.70	9.22	9.61	10.05
18	4.37	5.57	5.98	6.45	6.87	7.30	7.75	8.19	8.63	9.15	9.50	9.96
19	4.37	5.57	5.98	6.45	6.87	7.30	7.75	8.19	8.63	9.15	9.50	9.96
20	4.75	6.07	6.54	7.05	7.54	8.00	8.44	8.94	9.45	10.01	10.39	10.90
21	4.63	5.92	6.37	6.87	7.33	7.79	8.27	8.72	9.20	9.74	10.14	10.63
22	4.75	6.07	6.54	7.05	7.54	8.00	8.44	8.94	9.45	10.01	10.39	10.90

C-2-5

APPENDIX "C" / APPENDICE "C"

GENERAL SERVICES

SERVICES DIVERS

MISCELLANEOUS PERSONAL SERVICES SUB-GROUP (MPS) RATES /  
 SOUS-GROUPE SERVICES PERSONNELS DIVERS (MPS) TAUX  
 EFFECTIVE DATE: DECEMBER 24, 1979/DATE D'EFFET: 24 DECEMBRE 1979  
 CLASSIFICATION LEVEL/NIVEAU DE CLASSIFICATION

ZONE	1	2	3	4	5	6	7	8	9	10	11	12
1	5.04	5.44	5.81	6.04	6.31	6.56	6.81	7.05	7.32	7.56	7.82	8.06
2	4.87	5.27	5.64	5.85	6.09	6.33	6.57	6.83	7.05	7.30	7.55	7.81
3	4.28	4.63	4.92	5.12	5.34	5.53	5.72	5.94	6.13	6.35	6.56	6.77
4	4.28	4.63	4.92	5.12	5.34	5.53	5.72	5.94	6.13	6.35	6.56	6.77
5	4.28	4.63	4.92	5.12	5.34	5.53	5.72	5.94	6.13	6.35	6.56	6.77
6	4.97	5.39	5.73	5.97	6.22	6.47	6.72	6.98	7.23	7.45	7.71	7.97
7	4.64	5.02	5.36	5.57	5.80	6.00	6.24	6.47	6.71	6.95	7.17	7.40
8	4.97	5.39	5.73	5.97	6.22	6.47	6.72	6.98	7.23	7.45	7.71	7.97
9	5.04	5.44	5.81	6.04	6.31	6.56	6.81	7.05	7.32	7.56	7.82	8.06
10	4.72	5.10	5.43	5.66	5.88	6.12	6.35	6.58	6.81	7.04	7.29	7.52
11	4.72	5.10	5.43	5.66	5.88	6.12	6.35	6.58	6.81	7.04	7.29	7.52
12	4.94	5.35	5.69	5.94	6.17	6.40	6.64	6.89	7.15	7.40	7.65	7.88
13	4.72	5.10	5.43	5.66	5.88	6.12	6.35	6.58	6.81	7.04	7.29	7.52
14	4.94	5.35	5.69	5.94	6.17	6.40	6.64	6.89	7.15	7.40	7.65	7.88
15	4.73	5.12	5.48	5.68	5.90	6.15	6.37	6.61	6.85	7.06	7.32	7.56
16	5.00	5.40	5.77	5.99	6.24	6.51	6.74	7.00	7.25	7.50	7.74	8.00
17	4.94	5.35	5.69	5.94	6.17	6.40	6.64	6.89	7.16	7.40	7.65	7.88
18	4.82	5.23	5.56	5.80	6.02	6.26	6.51	6.74	6.99	7.23	7.46	7.70
19	4.76	5.15	5.49	5.70	5.94	6.17	6.40	6.64	6.87	7.13	7.35	7.58
20	5.04	5.44	5.81	6.04	6.31	6.56	6.81	7.05	7.32	7.56	7.82	8.06
21	5.04	5.44	5.81	6.04	6.31	6.56	6.81	7.05	7.32	7.56	7.82	8.06
22	5.04	5.44	5.81	6.04	6.31	6.56	6.81	7.05	7.32	7.56	7.82	8.06

5.43/hv  
 = 11,294/yr.  
 5.88/hv  
 = 12,230/yr.

## APPENDIX "B"

## WELFARE PROGRAMMES GROUP

## RATES OF PAY

A - Effective December 24, 1979

WP - Development

From: \$ 10500 to 16140 (with increments of \$60)  
 To: A 11040 to 16920 (with increments of \$60)

WP-1

From: \$ 12759 13370 13984 14596 15208 15822 16432  
 To: A 13827 14489 15154 15818 16481 17146 17807

WP-2

From: \$ 15945 16639 17331 18021 18713  
 To: A 17280 18032 18782 19529 20279

WP-3

From: \$ 18983 19771 20562 21352  
 To: A 20572 21426 22283 23139

WP-4

From: \$ 21718 22628 23536 24438  
 To: A 23238 24212 25184 26149

WP-5

From: \$ 26021 27108 28193 29283  
 To: A 27842 29006 30167 31333

WP-6

From: \$ 30934 32340 33747 35154  
 To: A 33099 34604 36109 37615

 Indian and Northern  
Affairs Canada

Affaires indiennes  
et du Nord Canada

**TEMPORARY FILE SLIP**  
**FICHE TEMPORAIRE DE DOSSIER**

**NOTE:** This slip is to be used for passing correspondence when the main file is charged out or is not required, and must not be removed but will be attached to the main file as soon as possible.

**REMARQUE:** La présente fiche sert à transmettre la correspondance lorsque le dossier principal est sorti ou n'est pas demandé; ne pas l'enlever, mais la fixer au dossier principal dès que possible.

Branch - Direction: Education

Subject - Sujet: Education General NNE

File No. - Dossier N°: 494/25-1 <sup>18</sup>  
401/25-1-18

Main file is charged to - Dossier principal inscrit au nom de: E - 15.9.80

REFERENCE - RENVOI					ACTION TAKEN - MESURES PRISES			
REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE - DATE DE RANGE- MENT	B.F. DATE - DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES	
<u>Fr</u>	<u>Jkn</u>	<u>397429</u>	<u>(Sep 15) 24.9.80</u>	<u>27.9.80</u>		<u>MMS</u>		

**NOTE:** If action cannot be taken without the file, please make statement to that effect and return paper to Central Registry.  
**REMARQUE:** Si l'on ne peut procéder sans le dossier, prière de la déclarer et de renvoyer la correspondance aux archives.

000067



Indian and  
Northern Affairs

Affaires indiennes  
et du Nord

3 8 7 1 2 3  
Tel: 807-737-2800.

P.O. Box 369,  
45 Prince Street,  
SIOUX LOOKOUT, Ontario.  
POV 2T0  
September 15, 1980. SEP 16 1980

G.A. Mullin,  
Director of Education,  
Ontario Region.

Attn: G. Mullin.

Your file    Votre référence

494/25-1

Our file    Notre référence

494/25-13-1 (A/DM)

Re: Pelican Group Home Salaries.

Attached are copies of the proposed salary schedules for the Pelican Group Home employees. Given the responsibilities of these employees, the salaries appear to be reasonable.

Your approval is requested.

D. M. Hall;  
A/Dist. Manager,  
Sioux Lookout District.

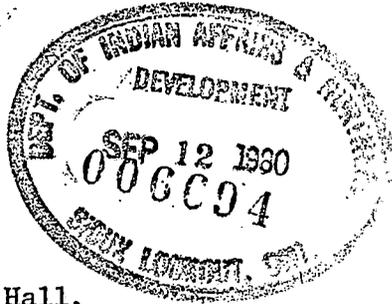
DMH/äv  
Atts.  
cc: NNEC.

NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street

Sioux Lookout, Ontario POV 2T0

Telephone: (807)-737-2002



September 11, 1980.

D. M. Hall,  
District Supt. of Education,  
Dept. of Indian Affairs,  
P. O. Box 369,  
SIOUX LOOKOUT, Ontario.

Dear Sir:

Re: Salary Schedules for the Group Homes Program.

-- Enclosed are salary schedules for the Group Home Program. Annual increases are 8% or less per year and rounded off. For employees with University training, the schedule the Department has for teachers will be applied.

These schedules will not come into effect until the Department has responded.

Yours truly,

A handwritten signature in cursive script that reads "Richard Morris".

Richard Morris,  
Operations Manager.

/jt  
Encl.

NORTHERN NISHNAWBE EDUCATION COUNCIL

GROUP HOME PROGRAM

Schedule I - (High School Training)

YEARS OF EXPERIENCE	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
0	10,000	10,300	11,000	12,150
1	10,800	10,950	11,850	12,900
2	11,500	11,700	12,300	13,650
3	12,200	12,450	13,150	14,400
4	13,000	13,400	13,900	15,250

Level 1 = Grade 9 & 10

Level 2 = Grade 11

Level 3 = Grade 12

Level 4 = Grade 13

NORTHERN NISHNAWBE EDUCATION COUNCIL

GROUP HOME PROGRAM

Schedule II - (Counsellor Training or Completion of T.O.J.)

YEARS OF EXPERIENCE	LEVEL 1	LEVEL 2	LEVEL 3
1	13,000	13,800	14,300
2	13,860	14,550	15,250
3	14,530	15,200	15,900
4	15,200	15,950	16,650
5	15,850	16,600	17,500

Level 1 = Completion of Training on the Job or,  
Completion of 1 Year of Native Counsellor Training Program.

Level 2 = Completion of 2 Years of the Native Counsellor Training  
Program.

Level 3 = Completion of 3 Years of the Native Counsellor Training  
Program and Acquisition of Certificate.

NORTHERN NISHNAWBE EDUCATION COUNCIL

GROUP HOME PROGRAM

Schedule III - (University Training)

The schedule will be the same as the schedule  
for teachers in Northern Ontario less the  
Isolation Post Allowance.

s.19(1)

NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street  
Sioux Lookout, Ontario POV 2T0  
Telephone: (807)-737-2002

401/25-1-18

PA.

July 24, 1980.

Mr. Gordon Mullin,  
Director of Education,  
Dept. of Indian and Northern Affairs,  
55 St. Clair Avenue, East,  
TORONTO, Ontario.  
M4T 2P8

Dear Mr. Mullin:

Re: Employee Benefits

-- Enclosed are the forms regarding the types of benefits required and the staff and salary information. The salaries amount to \$197,758.00. This does not include [redacted] who works on a part-time basis at [redacted] an hour, but who is entitled to Workmen's Compensation. The amount of [redacted] /yr. was allocated for [redacted]. The salaries also do not include two Child Care workers and a Social Counsellor we expect to hire by September. The necessary information will be forwarded then.

There are two things which concern me. One is that Indian people are entitled to free medical and health services under the terms of the Treaties and/or the Indian Act. This must be respected and Band employees should not be expected to apply for benefits they do not want or that are already available to them. This will apply to some employees of the N.N.E.C., particularly those who work on the reserves. One thing that the N.N.E.C. will not do is set a precedent by providing benefits to employees that are already available to them as residents and full members of a reserve. However, Band members working outside a reserve will be expected to apply to mandatory benefits and insurance coverages, as set by N.N.E.C. policies, or to those benefits they chose.

.... /2

Mr. Gordon Mullin

- 2 -

July 24, 1980

Another assurance I want is that the benefits are not duplicated. For example, group surgical and medical should not also be covered by OHIP.

And finally, the plans should be implemented as soon as possible. I look forward to discussing them with you and your staff in the very near future.

Yours truly,



Richard A. Morris,  
Operations Manager.

RAM/jht  
Encl.

Richard Morris  
Northern Nishnawbe Education  
Council  
P.O. Box 1419  
38 Front St.  
Sioux Lookout, Ontario  
POV 2T0

55 St. Clair Avenue East  
Toronto, Ontario M4T 2P8

September 29, 1980

401/25-1-18 (E2)

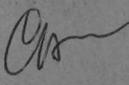
Re: Northern Native Language Project

Thank you for your letter of September 15, 1980 in regard to the above noted report. Your continued interest in the field of native language is appreciated.

We have taken note of the motion passed by the NNEC directors in Sandy Lake, requesting that the NNLP Report be implemented. I am surprised at the blanket approval to implement the report in view of the implications for major revisions to both the curriculum and educational delivery mechanisms and the lack of in-depth discussion we have had on these matters.

On the matter of translation of the report, we have not reached a decision regarding the request for funding but are planning an inannual meeting in mid-October after which time we will be in touch with you.

Please be assured that native language is one of our program priorities.



G. A. Mullin  
Director of Education  
Ontario Region



cc. M. Mitchell

GPK/mm

NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street

Sioux Lookout, Ontario POV 2T0

Telephone: (807)-737-2002

397358

401/25-1-18

September 15, 1980. 23 08 48 '80

Mr. Gordon Mullin,  
Director of Education,  
Dept. of Indian and Northern Affairs,  
55 St. Claire Ave. East,  
TORONTO, Ontario.  
M4T 2P8

Dear Mr. Mullin:

Re: Northern Native Language Project

Following is a motion passed at the NNEC Board of Directors meeting in Sandy Lake on August 22, 1980:

Motion #5 - "That the NNLP Report be implemented, and that the NNLP Committee members continue to work cooperatively to ensure the continued implementation of the report in its various aspects."

Through this motion, the NNEC Board has given its approval to the report.

It is essential now that a final meeting of the NNLP Committee be held as soon as possible to establish the implementation committee. It is the wish of the Board that the Project not be abandoned.

I should also inform you that the Ministry of Education has agreed to provide 50% of the cost of translating the report. The total cost is \$7,000.00. The Department's share would be \$3,500.00. The Ministry is awaiting an official word from the Department that the Department will provide its share of the funding.

Your immediate action will be appreciated.

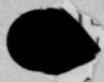
Yours truly,



Richard Morris,  
Operations Manager.

RM/jt

000076



PA  
NORTH  
WEST



Government  
of Canada

Gouvernement  
du Canada

**ACTION FICHE DE  
REQUEST SERVICE**

To — À

File No. — N°

Date

From — De

<input type="checkbox"/> Please call Prière d'appeler	Tel. No. — N° de tél.	Ext. — Poste
<input type="checkbox"/> Returned your call Vous a rappelé	<input type="checkbox"/> Will call again Vous rappellera	<input type="checkbox"/> Wants to see you Désire vous voir
Date	Time — Heure	Message received by Message reçu par
<input type="checkbox"/> Action Donner suite	<input type="checkbox"/> Approval Approbation	<input type="checkbox"/> Note & return Noter et retourner
<input type="checkbox"/> Comments Commentaires	<input type="checkbox"/> Draft reply Projet de réponse	<input type="checkbox"/> Note & forward Noter et faire suivre
<input type="checkbox"/> As requested Comme demandé	<input type="checkbox"/> Signature	<input type="checkbox"/> Note & file Noter et classer

000078

CONTRACT

BETWEEN THE NORTHERN NISHNAWBE EDUCATION COUNCIL  
AND



PA

401/25-1-18

TERMS:

The Northern Nishnawbe Education Council is prepared to contract with you for the following services:

Community visits/meetings

\$110.00 per day x 5 days per week x 3 weeks \$1,650.00

The community visits are to be held in the Sioux Lookout, Nakina and James Bay Districts.

The purpose of these visits are to gather information on Northern Native Language programs as specified and agreed upon by the N.L.C.C and yourself in the meetings of June 19th and Sept. 18th, 1979.

The scheduling of these visits have also been agreed upon at the Sept. 18th meeting.

The honorarium fees for these visits are payable upon completion of community visits in each district.

Final write-up and consolidation fees

\$110.00 per day x 5 days per week x 3 weeks \$1,650.00

Purpose - to prepare a final report of the project and recommendations for the planning and development of Native Language programs that meet the needs and expectations of the Northern communities. The areas of recommendations have been agreed upon and specified at the meetings of June 19th and Sept. 18th, 1979.

These fees are to include the preparation and presentation of a rough draft of the final report to the N.N.L.C in January 1980.

The final write-up and consolidation fees are payable upon submission of the final report in March 1980.

Co-ordinating Fees:

\$110.00 per day x 22 weeks x 1 day per week \$2,200.00

These fees are payable upon submission of invoice



Reimbursement For Administration Expenses Incurred For The Preparation of Reporta

To include - expenses for supplies, mail, typing, photocopying and telephone not to exceed \$1,500.00

These expenses will be reimbursed to you upon receipt of invoices.

CONTRACTBETWEEN THE NORTHERN NISHNAWBE EDUCATION COUNCIL  
AND [REDACTED]

## TERMS:

The Northern Nishnawbe Education Council is prepared to contract with you for the following services:

Community visits/meetings

\$110.00 per day x 5 days per week x 3 weeks \$1,650.00

The community visits are to be held in the Sioux Lookout, Nakina and James Bay Districts.

The purpose of these visits are to gather information on Northern Native Language programs as specified and agreed upon by the N.L.C.C and yourself in the meetings of June 19th and Sept. 18th, 1979.

The scheduling of these visits have also been agreed upon at the Sept. 8th meeting.

The honorarium fees for these visits are payable upon at the completion of community visits in each district.

Final write-up and consolidation fees

\$110.00 per day x 5 days per week x 3 weeks \$1,650.00

Purpose - to prepare a final report of the project and recommendations for the planning and development of Native Language programs that meet the needs and expectations of the Northern communities. The areas of recommendations have been agreed upon and specified at the meetings of June 19th and Sept. 18th, 1979.

These fees are to include the preparation and presentation of a rough draft of the final report to the N.N.L.C in January 1980.

The final write-up and consolidation fees are payable upon submission of the final report in March 1980.

s.19(1)

Suggestions on how the contracts could be drawn up by your organization



CONTRACTS

The Northern Native Education Council is prepared to contract with you for the following services:

Community visits/meetings

\$110.00 per day X 5 days per week X 3 weeks \$1,650.00

The community visits are to be held in the Sioux Lookout, Nakina and James Bay Districts.

The purpose of these visits are to gather information on Northern Native Language programs as specified and agreed upon by the N.L.C.C. and yourself in the meetings of June 19th and Sept. 18th, 1979.

The scheduling of these visits have also been agreed upon at the Sept. 18th meeting.

The honorarium fees for these visits are payable upon completion of community visits in each district.

Final write-up and consolidation fees

\$110.00 per day X 5 days per week X 3 weeks \$1,650.00

Purpose - to prepare a final report of the project and recommendations for the planning and development of Native Language programs that meet the needs and expectations of the Northern communities. The areas of recommendations have been agreed upon and specified at the meetings of June 19th and Sept. 18th, 1979.

These fees are to include the preparation and presentation of a rough draft of the final report to the N.N.L.C. in January 1980.

The final write-up and consolidation fees are payable upon submission of the final report in March 1989.

Note: For [redacted] contracts the same goes as for [redacted] and [redacted] but you will also have to add two more sections as follows:

Co-ordinating Fees:

\$100.00 per day X 22 weeks X 1 day per week \$2,200.00

These fees are payable upon submission of invoice [redacted]

Reimbursement for administration expenses incurred for the preparation of reports

To include - expenses for supplies, mail, typing, photocopying and telephone not to exceed \$1,500.00

These expenses will be reimbursed to you upon receipt of invoices.

---

## CONTRACT

Between the Northern Nishnawbe Education  
Council and \_\_\_\_\_

### ~~CONTRACTS~~ TERMS Nishnawbe

The Northern ~~Native~~ Education Council is prepared to contract with you for the following services:

#### Community visits/meetings

\$110.00 per day X 5 days per week X 3 weeks \$1,650.00

The community visits are to be held in the Sioux Lookout, Nakina and James Bay Districts.

The purpose of these visits are to gather information on Northern Native Language programs as specified and agreed upon by the N.L.C.C. and yourself in the meetings of June 19th and Sept. 18th, 1979.

The scheduling of these visits have also been agreed upon at the Sept. 18th meeting.

The honorarium fees for these visits are payable upon completion of community visits in each district.

#### Final write-up and consolidation fees

\$110.00 per day X 5 days per week X 3 weeks \$1,650.00

Purpose - to prepare a final report of the project and recommendations for the planning and development of Native Language programs that meet the needs and expectations of the Northern communities. The areas of recommendations have been agreed upon and specified at the meetings of June 19th and Sept. 18th, 1979.

These fees are to include the preparation and presentation of a rough draft of the final report to the N.N.L.C. in January 1980.

The final write-up and consolidation fees are payable upon submission of the final report in March 1989.

1) [REDACTED]  
Honorarium @ \$110.00/day x 15 \$ 1,650.00  
Operational Expenses 284.15  
Clerical Expenses @ 22 hrs. x 7.50/hr. 165.00  
TOTAL \$ 2,099.15

2) [REDACTED]  
Honorarium @ \$110.00/day x 15 \$ 1,650.00

3. [REDACTED]  
Honorarium @ \$110.00/day x 15 \$ 1,650.00

NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario, POV 2T0

October 10, 1979

Gordon Mullins,  
Regional Director of Education  
Dept. of Indian and Northern Affairs  
55 St. Claire Ave, East  
Toronto, Ontario  
M4T 2P8

RE: Budget for Northern Native Language  
Project

Dear Mr. Mullin;

Copies of the contracts are forwarded for your information concerning the budget requirements for the Northern Native Language Project. I strongly urge that the funds be provided as this project is important and necessary for the Language Development Program of the Department and the N.N.E.C.

Since these funds on the contracts will be administered by the N.N.E.C I would request that they be sent to us immediately as our own funds are low and won't be able to pay the contracts until we receive those funds.

The amount requested is \$13,600.00 This does not include transportation or administration costs. Other arrangements have been made for transportation. We have reluctantly agreed to administer the funds without charge.

Yours truly,

Richard Morris  
Operations Manager

RM:ra

c.c Marianna Couchie  
File 401/25 - 1 - 17

NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario POV 2T0

October 10, 1979

Marianna Couchie  
Northern Native Language Program  
Dept. of Indian and Northern Affairs  
55 St. Claire East,  
Toronto, Ontario  
M4T 2P8

RE: Contracts

Dear Marianna;

Enclosed are contracts between the NNEC and the specialists for the Northern Native Language Project. I would appreciate it if the funds for these and the previous contracts are sent to us as soon as possible as our funds are very low and we might not be able to pay them.

Yours truly,

Richard Morris  
Operations Manager

RM:ra

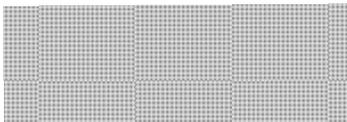
## NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario POV 2T0

October 10, 1979



---

Enclosed please find contracts for your services for the Northern Native Language project. Copies of the contracts will be sent to Marianna Couchie for her records.

Yours truly,

*Rita Angeconeb*  
for Richard Morris  
Operations Manager

RM:ra

NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario POV 2T0

MEMORANDUM

TO Board of Directors  
Chiefs  
Principals

FROM: Richard Morris

RE: Northern Native Language Teacher Training Program (NNLTT)

DATE: October 2, 1979

---

Enclosed you will find up-to-date developments regarding this project. The goal is to develop a training program for Native Language teachers.

I express for everyone who has been involved in initiating the project that it is my hope that many people will be involved in assisting and providing input and direction. Particularly, we would like to see the schools, school committees, parents and Band Councils to become involved. Depending on the community, the Core Team will visit these people individually, in groups or as a whole. In any case, their involvement is required.

I suggest to the school committees that they discuss with the school staff ways that they can accommodate the Core Team and involve as many people as possible. In communities with radio stations, the community members should be informed in advance so that they may be prepared to voice their ideas and concerns.

Not all communities will be visited due to our time schedule, the amount of work that needs to be done and the limited funds that are available. However, we chose those communities that represent a good cross-section of the dialect areas. And I urge those communities that will not be visited to send their ideas to us. To those communities that will be visited, we look forward to seeing you and your involvement in this important project.

*Richard*

## The Northern Native Language Project

### Community Information

The roles of languages in northern communities have changed considerably in the past few years. Some schools have Native language and literacy programs. Newspapers and radio stations which use the Native languages have become common in northern communities. Translation and interpretation services are being used for many purposes. These developments have raised questions about the future of the Native languages and changes that are needed for these new roles. A number of requests and proposals for new language programs and policies for schools serving Native communities have been written. They suggest a number of possible changes in and additions to the school programs involving both English and the Native languages. In order to make the best use of the resources available and to produce a co-ordinated plan of action, the Northern Nishnawbe Education Council, Treaty 9, the Ojibwe/Cree Cultural Centre, the Ministry of Education and the Department of Indian Affairs have set up the Northern Native Language Project. This project will be concerned with investigating language in education in schools serving communities in which many children come to school speaking a Native language. The purpose is to provide recommendations about possible programs for both English and the Native languages, teachers and teacher training, classroom materials development, and development of aspects of the Native languages such as standardization of the writing systems and working on translation techniques.

Several members of the Northern Native Language committee will be visiting a number of schools and communities beginning in early October 1979. These committee members will be looking at what materials, programs and resources for both English and Native language education are already available, what is needed and what is wanted. To make any recommendations it will be important to find out how English and the Native languages are used in the school and outside the school; how community members feel about how their children should be learning English and the Native language in the school, and how they think the languages should be used in the future. The committee members will also talk to school staff and education committees about English and Native language programs in the school and how these could be improved through better materials, teacher training and so on.

Some important questions which need to be considered are: Should teachers use only English, or only the Native language or both? Should the children learn to read first in English, or in the Native language or both at the same time. What language(s) do the children speak when they first come to school? How does the school change the way they speak? Do they learn to read and write English and/or the Native language well enough? How is the Native language used in the community in both speaking and writing? Should the school be involved in teaching speaking, reading and writing in the Native language? The committee members need to get as much information as possible on these and related questions about language use in northern communities and schools. Since they cannot meet everybody but would like to hear from as many people as possible, they would like people to write their ideas and opinions on this matter to:

The Northern Native Languages Project  
c/o Richard Morris  
Northern Nishnawbe Education Council  
P.O. Box 1419  
56 Front Street  
Sioux Lookout, Ontario  
POV 2T0

Letters written in the Native languages or in English are gladly received.

TIME SHEET

[Redacted]  
for: [Redacted]

Thurs. Aug. 16: 7 p.m. - 11 p.m. = 4 hours

Sun. Aug. 19: 10 a.m. - 2 p.m. = 4 hours

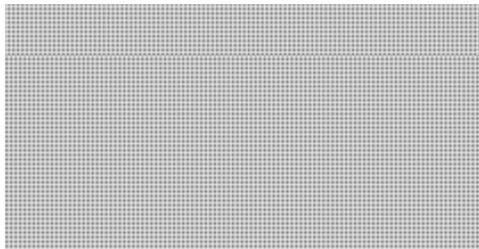
Tues. Aug. 21: 9:30 - 10 p.m. = ½ hour

Wednesday, Aug. 22: 12-5 p.m.;  
7 - 9 p.m.: = 7 hours

Thurs. Aug. 23: 11 a.m. - 5:30 p.m. = 6½ hours

—————  
TOTAL = 22 hours @ \$7.50/hour = \$165.00

RECEIVED OCT 1 1979



September 25, 1979

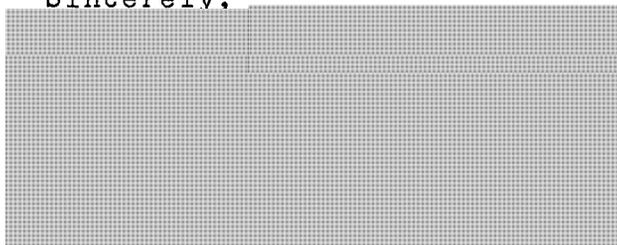
Richard Morris  
Northern Nishnawbe Education  
Council  
56 Front Street  
P.O. Box 1419  
Sioux Lookout, Ontario  
POV 2T0

Dear Richard:

Enclosed please find a cheque for \$165.00 to cover the overpayment you made to me in your cheque number 0043. The \$165.00 for the clerical help was included in the \$284.15 as well as added on separately to my expenses. Enclosed also is a copy of my cancelled cheque for \$31.90 as proof of payment for a computer library search we had done. I have managed to lose 2 receipts for that payment, so I hope that the cancelled will be good enough proof.

Thanks very much for your payment. Looking forward to seeing you soon.

Sincerely,



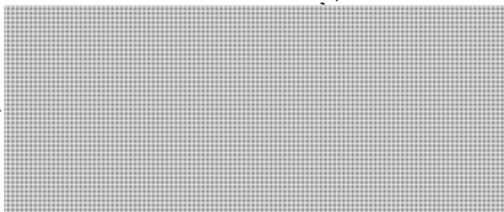
NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario POV 2T0

September 20, 1979



Dear



Enclosed find a cheque in the amount of \$2,099.15. This includes the following:

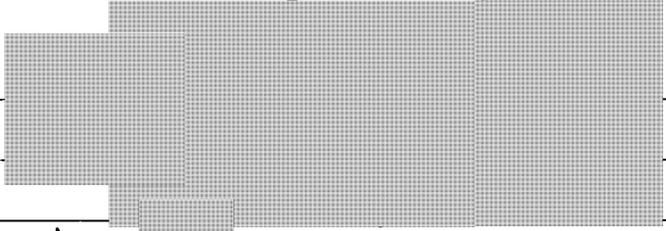
1) Honorarium @ \$110.00/day x 15	\$ 1,650.00
2) Operational expenses	284.15
3) Clerical help @ 22 hrs. x \$7.50/hr.	<u>165.00</u>
	\$ 2,099.15

added on \$35.00 for who did some research work. I hope this is satisfactory.

Yours truly,

Richard Morris  
Operations Manager

RM:ra



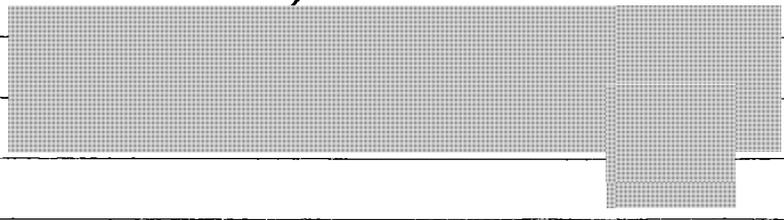
Sept. 18, 1979

Dear Mr. Morris:

The following are our clinical and operating expenses for the first part of the Northern Native Language Project:

Research Search	37.05
Typing	\$ 165.00
Telephone	\$ 13.96
Postage	9.16
Photo copying	19.68
Meeting expenses	2.10
Stationery & office supplies	43.20
	<del>\$ 254.10</del>
	<del>284.15</del>
	284.15

Sincerely,



**Bell Canada**

**Chargeable Calls — long distance and other**

416 979 2572

Day	Mo	Location	Area	Number	Minutes	Regular Charge	Discount	Amount
19	7	TORONTO ON FROM LONDON ON	416	921 6472	22			1 70
24	7	LONDON ON FROM DWIGHT ON	519	679 4040	42			2 26
27	7	TORONTO ON FROM DWIGHT ON	416	489 7067	22			1 70
30	7	ROCKWOOD ON	519	856 4624	48	95	32	63
2	8	THUNDERBAY ON	807	345 6927	128	6 34	2 11	4 23
7	8	THUNDERBAY ON FROM DWIGHT ON	807	345 6927	192			7 85
13	8	GRAND VLY ON	519	928 3376	118	2 82	94	1 88
TAX		1 42 TOTAL		21 67 CARRIED TO ACCOUNT-ITEM 8				

**Codes**

- 1 Operator handled
- 2 Charges transferred
- 3 Credit card
- 4 Collect
- 5 Zenith
- 8 Customer dialed
- 0 Operator handled-  
customer dialed rate
- F Call forwarding
- X Non-taxable calls
- M Minimum charge

8-14-79

1 1/8	•	•	•	7.50
1 1/8	•	•	•	0.89
1 1/8	•	•	•	0.35
1 1/8	•	•	•	3.89
1 1/8	•	•	•	1.30
1 1/8	•	•	•	2.05
1 1/8	•	•	•	1.35
1 1/8	•	•	•	1.35
1 1/8	•	•	•	1.35
1 1/8	•	•	•	0.95
1 1/8	•	•	•	0.95
1 1/8	•	•	•	0.95
1 1/8	•	•	•	0.89
1 1/8	•	•	•	1.30
1 1/8	•	•	•	3.30
1 1/8	•	•	•	0.50
1 1/8	•	•	•	7.10
1 1/8	•	•	•	1.10
1 1/8	•	•	•	1.10
1 1/8	•	•	•	1.10
1 1/8	•	•	•	1.10
*	•	•	•	4 0.3 7 Ta
*	•	•	•	2.8 3 Tx
*	•	•	•	4 3.2 0 Ca

343-014

000096

\$ 2.10 COFE 7@ .30

\$ .00 TAX ON\$ 2.10

\$ 2.10 TTL TRAN#00673

\$ 2.10 CASH

07 ITEMS

TIME 9:29

000000

A 08/15/79

000097



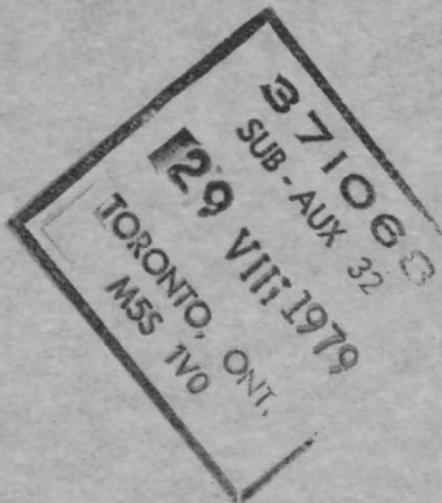
Canada Post  
Postes Canada

Document disclosed under the Access to Information Act  
Document divulgué en vertu de la Loi sur l'accès à l'information

# Receipt Reçu

Office  
Date Stamp

Timbre à date  
du bureau



Received in  
payment for  
Postage Supplies

Reçu en paiement  
d'articles  
d'affranchissement

\$

6105

Signature

41-16-020 (5-72)

000098



Canada Post  
Postes Canada

Document disclosed under the Access to Information Act  
Document divulgué en vertu de la Loi sur l'accès à l'information

# Receipt Reçu

Office  
Date Stamp

Timbre à date  
du bureau



Received in  
payment for  
Postage Supplies

Reçu en paiement  
d'articles  
d'affranchissement

\$

2 | 20

Signature

41-16-020 (5-72)

000099



Canada  
Post

Postes  
Canada

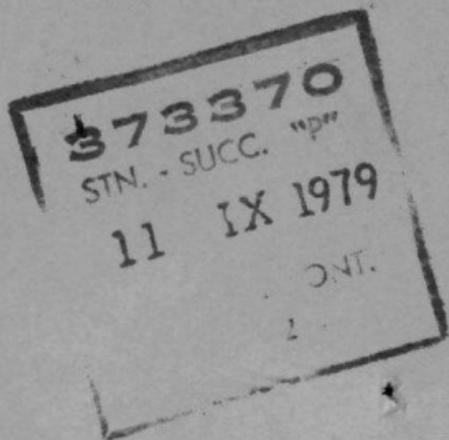
# Receipt Reçu

Office  
Date Stamp

Timbre à date  
du bureau

Received in  
payment for  
Postage Supplies

Reçu en paiement  
d'articles  
d'affranchissement



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Signature

41-16-020 (5-72)

000100

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Sept. 11 1979

Received from



nineteen

68  
100 Dollars

Re: Photocopying

\$19.68

R. O. Kis, OICF

000101



NORTHERN NISHNAWBE EDUCATION COUNCIL

P. O. Box 1419, 38 Front Street 0 6 4 5

Sioux Lookout, Ontario POV 2T0

Telephone: (807)-737-2002

July 17, 1980. Jul 21 09 09 '80

401/25-1-18

E.

Marianna Couchie,  
Native Language Project,  
Department of Indian and Northern Affairs,  
55 St. Clair Avenue, East,  
TORONTO, Ontario.  
M4T 2P8

Dear Marianna:

Re: Letter from Deputy Minister of Education

The Deputy Minister of Education has appointed Keith Lechers to serve as the Ministry's representative on the Steering Committee. He did not include any comments on the report, but he wants the Departmental official responsible for the project to request payment for the costs of the translation of the report. As you know, the Department and the Ministry were to share costs.

- I am enclosing the estimated costs for the translation. These funds should be made available as soon as possible as the translation takes time and effort. Sorry to inform you at such a late date.  
See you in August.

Yours truly,



Richard A. Morris,  
Operations Manager.

RAM/jht  
Encl.

NORTHERN NESHANABE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario, POV 2T0

May 7, 1980

Gord Mullin  
Director of Education  
Department of Indian and Northern Affairs  
55 St. Claire Ave. E  
Toronto, Ontario

RE: Final Report of the Northern Native Language Project

Dear Mr. Mullin;

Enclosed is the above mentioned report for your perusal and study and the costs of translation of the reports. It was suggested that the Department of Indian Affairs and the Ministry of Education share the cost of translation.

The Department's continued support and involvement is essential in bringing the report's recommendations to fruition.

A final meeting of the NNLP Committee will be held on June 5, 1980 to discuss the responses from the various groups and to finalize an implementation group. A response before the meeting would be appreciated.

Respectfully yours,



Richard Morris  
Operations Manager

RM:ra  
Encl.

NORTHERN NATIVE LANGUAGE PROJECT

Translation of Report

Printing Costs

@.12¢/word x 250/page x 100 pages -----\$3,000.00

Tape Translations

@\$16.00/hr: x 32 ----- 384.00

Tapes ----- 116.00

Sub-total \$ 500.00

Total \$3,500.00

Translation in Cree and Ojibway ----- x 2

GRAND TOTAL \$7,000.00

Ministry of Education's share ----- \$3,500.00



Government of Canada

Gouvernement du Canada

MEMORANDUM

NOTE DE SERVICE

TO  
À

Mr. G. Mullin  
Director of Education

FROM  
DE

J. Donnelly  
Special Assistant

SECURITY - CLASSIFICATION - DE SÉCURITÉ
OUR FILE / NOTRE RÉFÉRENCE 401/25-1-18 (E5) AA
YOUR FILE / VOTRE RÉFÉRENCE
DATE June 6, 1980

SUBJECT  
OBJET

Northern Native Education Council

On June 4, 1980 Mr. Maxwell and I discussed the operation of the Council with Mr. Mac Hall, DSE, Sioux Lookout. Specifically, we discussed two points which Mr. Hall agreed to follow-up on.

1. Mr. Hall will discuss capital expenditures with Mr. Morris. The earlier point I raised regarding the van will be followed up and he will send a letter to the council on the matter. This letter will state O & M funds cannot be spent on capital items.
2. Mr. Hall will provide follow-up on the funding requirements of the Council especially for the two week period when they did not operate. Mr. Hall will also make recommendation regarding his need for counsellors and some Vote 5 funding.

J. Donnelly

- cc. V. Boulton, A/Director Operations
- cc. M. Hall
- cc. G. Maxwell



Indian and Northern  
Affairs Canada

Affaires indiennes  
et du Nord Canada

TEMPORARY SLIP  
FICHE TEMPORAIRE DE DOSSIER

NOTE: This slip is to be used for passing correspondence when the main file is charged out or is not required, and must not be removed but will be attached to the main file as soon as possible.

REMARQUE: La présente fiche sert à transmettre la correspondance lorsque le dossier principal est sorti ou n'est pas demandé; ne pas l'enlever, mais la fixer au dossier principal dès que possible.

Branch - Direction: *Education*

Subject - Sujet: *Staff Matters - General* ~~Edmc - Gen.~~

File No. - Dossier N°: ~~#01/2-1~~ ~~994/25-1~~  
*401/25-1-18*

Main file is charged to - Dossier principal inscrit au nom de: *ROI (17.6.80)*

REFERENCE - RENVOI

ACTION TAKEN - MESURES PRISES

REFERRED TO DESTINATAIRE	BY PAR	REMARKS REMARQUES	DATE	P.A. DATE - DATE DE RANGE- MENT	B.F. DATE - DATE DE RAPPEL	BY PAR	FOR C.R. USE ONLY AU SEUL USAGE DES ARCHIVES
<i>ES</i>	<i>K</i>	<i>386799</i>	<i>(June 5)</i>	<i>17.6.80</i>	<i>18.6.80</i>	<i>[Signature]</i>	

NOTE: If action cannot be taken without the file, please make statement to that effect and return paper to Central Registry.  
REMARQUE: Si l'on ne peut procéder sans le dossier, prière de la déclarer et de renvoyer la correspondance aux archives.

000106

Indian and  
Northern AffairsAffaires indiennes  
et du Nord

3 8 6 7 9 9

Tel: 807-737-2800.

P.O. Box 369,  
SIOUX LOOKOUT,  
Ontario.  
POV 2T0  
June 5, 1980.Richard Morris,  
Operations Manager,  
Northern Nishnawbe Education Council,  
SIOUX LOOKOUT, Ontario.  
POV 2T0

JUN 17 09 00 '80

Your file: Votre référence: 494/a-1

Our file: Notre référence: 494/25-13-1-(E)

Re: Thunder Bay Operations.

I have received several complaints from the Thunder Bay office regarding [REDACTED]. The main complaint focuses on her frequent absences from duty.

As there is a substantial number of high school and post-secondary students from Sioux Lookout in Thunder Bay, it is essential [REDACTED] be there and easily accessible to the students.

Currently the acquisition of boarding homes for next September should be fully underway with a target date for completion of June 30, 1980. In addition transportation home for the Thunder Bay students should already have been arranged.

In light of the essential tasks to be done and the limited time left to complete them, you may wish to take action to ensure your operations in Thunder Bay are done in such a manner as to bring credit to the Northern Nishnawbe Education Council.

Yours truly,

Mac Hall,  
Dist. Supt. of Education,  
Sioux Lookout District.

MH/av

cc: Al McWhinney, T.B.  
cc: G. Mullin.

G. MAXWELL

384043

MAY 26 08 48 '80

401/25-1-18

TREATY #9 - D.I.A.N.D. EDUCATION MEETING

February 28, 1980

Timmins Ontario

AGENDA

1. High School Studies - Treaty #9 East  
- Big Trout Lake
2. Band Control of Education Program - Big Trout Lake  
- Constance Lake
3. Role of Social Councillors and Role of Education  
Counsellors as it Relates to Secondary Schools
4. Curriculum Development
5. Training for Native Trustees on Public Boards of  
Education
6. Follow-Up

TREATY #9 - D.I.A.N.D. EDUCATION MEETING

February 28, 1980

Timmins Ontario

MINUTES

IN ATTENDANCE:

Mac Hall	D.S.E., Sioux Lookout District
Mike Best	D.S.E., Nakina District
Phil Davies	A/D.S.E., James Bay District
Garry Maxwell	Education, Regional Office, Toronto
John Donnelly	Education, Regional Office, Toronto
Richard Morris	Northern Nishnawbe Education Council
Earl Commanda	Grand Council Treaty #9

1. High School Studies

The Northern Nishnawbe Education has been looking at this issue for many years. Questionnaires have been sent out to the Bands with very little response. Richard Morris feels that a full time individual is required by his Council.

Big Trout Lake has made a submission for their own high school study, as well as a proposal to take control of the school in the community. Regional office would like to see the two proposals done separately.

The Treaty #9 East study is ready for funding. Regional Office feels that Big Trout Lake should wait until the East high school study is completed before doing their own.

There are other studies going on in the Province ie: West Bay high school, Sabaskong. It was agreed that there should be a sharing of information, rather than a co-ordination of studies, since various models may be more beneficial than one universal model.

2. Band Control of Education Program

Similar to the big Trout Lake feasibility study to take control of the education program, the Constance Lake Band is also in

the process of taking control of their education program. Treaty #9 would like to tie these two developments into their overall education liaison program, and assist in looking at other models across the country.

### 3. Role of Social Counsellors/Education Counsellors

This issue was raised at the All Chiefs' Meeting last August, in Toronto, Ontario, by the Treaty #9 Chiefs. It was recognized that there were problems in defining the roles to the satisfaction of all. Basically, the education counsellor co-ordinates the activities of the social counsellor. The role of social counsellor varied considerably.

Part of the problem stems from the dilemma that Bands face in wanting administrative funds for support staff. Thus, Bands have social counsellors doing other than what they were intended to do. Bands fall into the situation of taking on more programs to build their administration dollars. But, once they have taken over all the program they are still faced with a shortage of funds for administration. A proposal has gone into treasury board to increase overhead costs so that Bands can come to grips with this dilemma. If this goes through, then social counsellors can get back to doing social counselling.

Parameters of a new job description for Education Counsellors and the duties of the Social Counsellors need to be developed. The Counsellors themselves plan to meet in Atikokan during the week of March 25 to 28, 1980, to develop parameters for a job description.

The Bands need to be informed of the changing role of both the Education counsellor and the Social Counsellor. For example:

- functional supervision
- scope of guidance for students
- they are not education administration workers
- they are not attendance counsellors

By the next meeting of this group we should have come to grips with this problem.

### 4. Curriculum Development

The concern was raised that although there may be a lot of good material around, the knowledge of its existence is not being shared or co-ordinated. Eleanor Ellis used to fulfill this function from Ottawa. Regional Education Office has been involved in putting material in microfiche form.

It was suggested that the Ojibway-Cree Cultural Centre be used as a clearing house for curriculum information for the Northern District only. Regional Office would be involved by forwarding copy of microfiche to the Cultural Centre. The Centre would have to look at purchasing a microfiche reader printer.

5. Training for Native Trustees

There are a number of Native people sitting on Public Boards of Education who do not know how much actual influence they have in the decision making of the Boards. It has been suggested that Native Trustees should get together either in a training workshop or even going so far as to form their own Native Trustee's Association. Because individuals and various Boards are at different levels of providing programs for Indian students, there is much that Trustees can learn from one another.

This group agrees that more efforts should go toward training for Native Trustees on Public Boards of Education.

6. Follow-Up

Members agreed that they should meet on a quarterly basis during the year as a group concerned with Education in the north. However, it was pointed out that Treaty #9 is missing out in their lack of participation at these D.S.E./Association Representative Management Team Meetings where some policy development changes are being recommended to the Department. This group plans to stay over for an extra day after the upcoming Management Team meeting in Kenora on May 27, 28, 29, 1980.



Government of Canada / Gouvernement du Canada

MEMORANDUM

NOTE DE SERVICE

PA

TO / À

B. A. Mullin  
Director of Education

FROM / DE

V. G. Boultee  
A/Director of Operations

SECURITY - CLASSIFICATION - DE SÉCURITÉ
<b>PROTECTED INFORMATION</b>
OUR FILE - N/RÉFÉRENCE
YOUR FILE - V/RÉFÉRENCE
7401/25-1-18
DATE
April 10, 1980

SUBJECT / OBJET

NORTHERN NISHNAWBE EDUCATION COUNCIL

I have reviewed the copy of the letter written to the A/District Manager, Sioux Lookout concerning the above.

I fully endorse the monthly monitoring. I suggest one person be made responsible and that regular reports are prepared for yourself with a copy to Operations.

Please advise me of the reaction of the A/District Manager to your letter.

  
V. G. Boultee  
A/Director of Operations

PROTECTED INFORMATION

Toronto, Ontario  
M4T 2P8

April 3, 1980

A/District Manager  
Sioux Lookout District

Northern Nishnawbe Education Council

As you are aware, Mr. Donnelly of the regional Education staff has been assisting your district and the council with arrangements for the transfer of some two million dollars. We attach for your information some observations which I believe should be treated as a high priority. The Director of Education and his staff have been in discussion with your Education staff in this regard.

In my view, the approach suggested in point five is a warranted precaution, because of the scope of the transfer and the future role which the council may have. Would you please review this recommendation and advise on an alternate approach, or confirm your support.

ORIGINAL SIGNED BY  
G. A. MULLIN

G.A. Mullin  
Director of Education  
Ontario Region

Attach.

cc: J. Donnelly  
: G. Maxwell  
: V. Boulton ✓

Indian and  
Northern AffairsAffaires indiennes  
et du NordToronto, Ontario  
M4T 2P8

April 2, 1980

TO: G. A. Mullin  
Director of Education  
Ontario RegionFROM: J. Donnelly  
Special Assistant  
Ontario Region

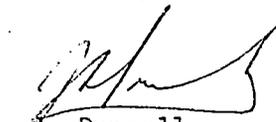
Your file    Votre référence

Our file    Notre référence    401/25-1-18 (E11)

RE: Northern Nishnawbe Education Council

In connection with the Contribution Arrangement with Northern Nishnawbe Education Council I have had five meetings with Richard Morris. From these meetings held here and at his offices in Sioux Lookout I have some observations I would like to share with you. My last visit to Sioux Lookout was from March 23-25, 1980 so I feel these observations are still valid.

- 1) The Council will handle two million dollars but their present bookkeeper will be unable to deal with this sum. Richard expressed this opinion to me however, a replacement is not in sight.
- 2) At any one time they may have half a million dollars in their account. In discussion with Richard Morris, and a representative of Percy Roberston and Assoc. Insurance concerning bonding, it was evident fiscal control was lacking. Richard makes a practise of signing blank checks if he will be away for more than three days.
- 3) The fiscal control on expenditure of the Group Home funds is lacking. There is no question of over-expenditure of funds at this time however, surplus funds are spent on student trips.
- 4) Financial management training for the staff is essential. I discussed this with Mac Hall (31-3-80) and he was meeting with Richard to discuss program operation this week. Mac Hall feels that the Council regards this year as a TOJ exercise however, two million dollars is not exactly TOJ type funding.
- 5) I feel this office should coordinate with Sioux Lookout office and monitor the situation very closely. I think that a monthly visit for the first four months to identify potential problems quickly would be in order.

  
J. Donnelly

~~PROTECTED INFORMATION~~

Toronto, Ontario  
M4T 2P8

April 2, 1980

TO: G. A. Mullin  
Director of Education  
Ontario Region

FROM: J. Donnelly  
Special Assistant  
Ontario Region

PA  
401/25-1-18 (E11)

RE: Northern Nishnawbe Education Council

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J. Donnelly

CONTRIBUTION ARRANGEMENT

401/25-1-18 PA

THIS ARRANGEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ 1980

BETWEEN:

Her Majesty, the Queen in right of Canada (hereinafter referred to as Her Majesty) as represented by the Director-General of the Ontario Region of the Indian and Inuit Affairs Program on behalf of the Minister of Indian and Northern Affairs.

OF THE FIRST PART

AND:

The Northern Nishnawbe Education Council, (hereinafter referred to as "The Council") as represented by the duly constituted Board of Directors of the said Council (hereinafter referred to as the "Board").

OF THE SECOND PART

WHEREAS, the Government of Canada provides education programs for Indian people pursuant to Section 114-118 of the Indian Act;

WHEREAS, it is an accepted policy of the Department that such services be provided by Indian Education Councils in accordance with local government principles of local control, accountability and responsibility;

WHEREAS, the Chiefs and Councils of the Bands of Sioux Lookout District have indicated by Band Council Resolutions that the Northern Nishnawbe Education Council will administer the programs on their behalf.

THEREFORE, these parties agree that the following terms and conditions will apply to the administration of the Non-Federal School Program, the University and Professional Program and the Community Services Program.

1. Conditions and Procedures as outlined in related Education Program circulars will apply for funding purposes as they relate to this program.
2. Funds transferred to the Council under this Arrangement shall be applied to the Non-Federal Program, the Community Services Program and the University and Professional Program. Funds are not transferrable between these programs or to programs funded under separate arrangements.

.../2

3. An annual budget will be prepared by the Council, giving detailed projections for each of the individual activities listed in the following pages, in accordance with the instructions of the Director-General or his designate, and submitted to the Minister at least two months prior to the beginning of the fiscal year. A list of enrolled Indian students for whom the Council has responsibility is to be provided by the Council and certified correct by both parties.

Special service programs will be reviewed annually to ensure per pupil costs fall within allocated nationally established rates.

4. Payments to school boards for tuition shall be in accordance with procedures outlined in the Tuition Agreement for each board that provide educational services to the Council. A prerequisite for payment to any board shall be a signed Tuition Agreement which includes all special services outlined in an appendix to the tuition agreement.
5. Conditions and Procedures as outlined in E-12 will apply for funding purposes as they relate to the University and Professional Program. Circular E-12 represents the maximum assistance available to post-secondary students. The Council may establish priorities within this program in amounts not to exceed those outlined in E-12.
6. Conditions and Procedures as outlined in E-12 do not apply to Occupational Skill Development Assistance under this program is available only if funds are not available from any other agency. The amount of assistance shall be limited to the amount of discretionary funding made available to the Council under this Arrangement. The Council will establish priorities for funding Occupational Skill Development students should sufficient funds to support all students not be available.

The Council further agrees to establish an appeal board to hear appeals from students who have applied for funding and who do not agree with the Council's decision. Composition of the appeal board is to be ratified by the Department and to be within the intent of the appeals procedure as outlined in E-12.

7. Charges under this Agreement include:

A) Non-Federal School Program

Tuition - A basic tuition payment calculated by the board(s) in accordance with regulations made under Section 10, Sub-section 3(e) of the Education Act 1974, Statutes of Ontario, 1974, Ch 109, but excluding the pupil accommodation charge thereby provided, for attendance at schools covered by a capital agreement.

.../3

Special Services - Payment for special services provided by the board as outlined in an appendix to the tuition agreement. The cost of special services, including schools for the deaf and blind, is also charged to this program.

Curriculum Enrichment - Payment from funding normally available is a per pupil amount for the development of programs and materials related to Indian studies and Indian language in non-federal schools.

Maintenance of students - Payments for expenditures relating to room and board for status Indian students for whom application for educational assistance has been approved. Approval will normally be for high school students who cannot commute daily from their home.

Daily and/or Seasonal Transportation - Payment for provision of daily transportation for elementary and secondary students attending provincial schools only where the distance from home to the school is in excess of one mile for elementary and secondary students and one-half mile for kindergarten pupils.

A completed and signed "Agreement for Transportation" contract must be in effect as a prerequisite for payment. Payment to operators will normally be on a monthly basis.

Payment for daily transportation for students boarding in urban centres where the distance from their boarding homes is greater than one mile and public transportation facilities are available.

Payment for transportation for secondary boarding students at the beginning of the school year, return transportation for secondary students during the Christmas Break, and transportation for secondary students for their homes at the end of the school year.

Student Allowances - Payment for the provision of an allowance to high school students aged 14-17 who attend provincial schools. Students aged 18 or over may be eligible for an allowance at a higher rate. Allowance rates are to establish annually by the Director-General and indicated in the rate schedule for budget preparation each fiscal year.

Group Homes - Payment for the operating costs of the Group Home for high schools students. The Council will prepare a proposed budget for the group home and submit to the Department not later than two months before the beginning of the fiscal year.

B) University and Professional Program

Tuition - Payment of tuition costs for students enrolled in programs or courses normally requiring secondary graduation as an academic prerequisite, and of a minimum twelve months' duration in an accredited post-secondary institution such as a university, community college, institute of technology, teachers' college or school of nursing.

Books and Supplies - Payment of books and supplies for students in approved courses. Payments will be made only on the receipt of proof of purchase and applicability to program student is enrolled in.

Allowance - Payment to be based on maximum allowable rates as established by the Minister of Indian and Inuit Affairs.

Seasonal Travel

Special Shelter Allowance )  
Special Services ) - When applicable per E-12

C) Community Services Program

Guidance - Charges to this program may include salary, fringe benefits, travel and other related costs applicable to social counsellor positions as negotiated between the Council and the Minister annually.

Service under this program is to be per a completed job description approved by the Minister. Line supervision to be provided by the Council with functional supervision available from the District Superintendent of Education or his designate upon request.

Adult Education - Charges to this program shall normally be for the provision of on-reserve adult community education courses, including instructor's wages, supplies, books and equipment as covered by approved course proposals. No educational allowance for course candidates shall be paid from this program.

Occupational Skill Development - Tuition, books, supplies and allowance may be paid subject to the Terms and Conditions section 6. Seasonal travel and rent assistance may be paid when applicable.

Payments to and on behalf of students will normally be made as requested by the institutions involved. The Council will accept responsibility for maintaining liaison with these institutions and thus, issue payments only to or on behalf of students who are enrolled and attending school.

..../5

8. The Council further agrees to submit to the Minister financial statements of all expenditures of monies received pursuant to this Arrangement, and progress reports as well as an annual financial statement on the following basis:
  - a) a first statement to be submitted not later than three months following the first contribution payment;
  - b) further statements to be submitted prior to the release of each successive payment;
  - c) The Council will make every effort to have a final audited statement to be submitted not later than 90 days after the end of each fiscal year.
9. Initial transfer to the council and continued administration of these programs is dependent upon adherence to the terms, conditions and guidelines referred to herein. Where critical variances in population statistics occur, the Council may submit revised documentation to the Department for review.
10. Overhead Program Conditions

Overhead funding will be provided as required by the Council up to the amount indicated in program Circulars D4, Section 4.5. The allowable charges under this activity are outlined in the appendix to program Circular D4 and include salary, personnel costs and general office costs.
11. Training and Advice

The Council may submit training proposals for their staff. The Department will consider these proposals on the same basis as Bands.

#### GENERAL TERMS AND CONDITIONS

1. This Contribution Arrangement will be in effect for the period of April 1, 1980 to March 31, 1981, subject to amendment or termination by either party with just cause, giving notice in writing to that effect to the other party at least one month prior to the date of amendment or termination.
2. The Council will use the funds provided in this arrangement for the purposes outlined and will conform to Department of Indian Affairs and Northern Development guidelines relating to the expenditures of funds, and all unexpended funds will be returned to this Department upon completion or cancellation of this arrangement.

3. In the event the Council should fail to provide for the fulfillment of any of the purposes enumerated herein, or to provide any of the payments, goods, facilities, or services pertaining thereto, in accordance with this arrangement:

- a) The Council shall return to the Department within thirty days all monies paid to them pursuant to this arrangement for the fulfillment of such purposes, less any monies which have been duly and properly expended pursuant to this arrangement, and or
- b) agree to the establishment of joint management for a specified period of time over those activities pertaining to any such unfulfilled purposes.

No payment pursuant to this Arrangement shall cause the total payments to exceed the agreed amount of this contribution.

The parties hereto agree to provide for the fulfillment of the purposes enumerated in the attached arrangement including the provision of all payments, goods, services and facilities which may be required for the fulfillment of such purposes in accordance with the provisions of this Arrangement.

In consideration of this arrangement the Department is prepared but without legal obligation to provide an accountable contribution as follows:

1. Non-Federal School Program (one million four hundred sixty-two thousand dollars)	1462.0
2. University and Professional Program (one hundred eighty-seven thousand four hundred dollars)	187.4
3. Community Services Program (two hundred eighteen thousand four hundred dollars)	<u>218.4</u>
TOTAL	<u>1867.8</u>
(one million eight hundred sixty-seven thousand eight hundred dollars)	

In addition the Department will be prepared to provide Overhead Administration in the following amounts:

1. Overhead Administration @ 8% (one hundred forty-nine thousand four hundred dollars)	149.4
2. Special Start-up costs @ 20% of Administration (twenty-nine thousand eight hundred dollars)	<u>29.8</u>
Total	<u>179.2</u>
(one hundred seventy-nine thousand two hundred dollars)	

The Department will make an initial advance payment covering the cash requirements of the Council for the April, May, June period based on the financial plan attached to this arrangement.

.../7

An expenditure statement and a report on operations will be provided by the Council to the Department as an accounting for all or part of the previous periods advance prior to the release of any further advance payments.

In witness thereof, the parties have hereto set their hands and seals.

\_\_\_\_\_  
E. Harrigan  
Director General  
Ontario Region

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

Signed on behalf of the Part of the Second Part

\_\_\_\_\_  
R. Morris  
Operations Manager  
Northern Nishnawbe  
Education Council

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

I certify that the requirements of T.B. #763729 have been fulfilled.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Finance & Administration

*Signed copies  
distributed accordingly  
(ins. orig. by R. Morris, copy  
to date - WMA) (3)*

401/25-1-18 PA

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PELICAN GROUP HOMES

STAFF MANUAL

1979

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TABLE OF CONTENTS

LOCATION	Page 1
FACILITIES	1
STUDENTS ARRIVAL	4
RULES AND GUIDELINES FOR ALL HOMES	6
SCHOOL	8
STUDY HOUR	8
CLOTHING	8
CANTEEN FUND	9
MOVIES AND DANCES	9
BOWLING	9
STUDENT ALLOWANCES	9
WORK PROJECTS	10
CURFEW	10
SUPERVISORS LIST OF IMPERATIVE GUIDELINES	11
GUIDELINES ARE ONLY THE BEGINNING	11
STAFF MEETING	12
INFORMATION LOG	12
SHARING INFORMATION	12 a
OVERNIGHT PROCEDURE	12 a

TABLE OF CONTENTS

RUNAWAYS AND MISSING PERSONS	Page 13
TELEPHONES	13
CONTACT WITH PARENTS	14
CLEANING	14
GARBAGE REMOVAL	15
LAUNDRY	15
SEPTIC TANKS	15
ELECTRICAL AND HEATING	15
GYMNASIUM	16
SHOP	16
CAMPING EQUIPMENT	17
SPORTS EQUIPMENT	17
SECURITY	17
VAN POLICY	19
CHURCH SERVICES	19
SNOW REMOVAL (WINTER)	19
FOOD ORDER	19
CRISIS SITUATIONS ( Drinking and Violence )	21
RESOURCE PEOPLE	21
SOCIAL COUNSELLORS ON RESERVE	22

## LOCATION

The Pelican Group Homes are situated on 287 acres of land approximately six miles west of Sioux Lookout. To say the least, we have a beautiful location. The three homes have been built along the shoreline looking out over Pelican Lake. A short distance to the west of the homes Pelican Falls empties Pelican Lake into the Lac Seul water system.

## FACILITIES

For the school year 1979-80 we will have three homes operating at Pelican. Each home will house eight - ten students with two supervisors who will try to create a family atmosphere within each building. All work, cooking, cleaning repairing, shovelling etc. will be shared by all occupants of each house.

Our recreational facilities include a gymnasium, hockey rink, baseball field and a variety of sports equipment which can be used regularly by students. We have a good supply of camping equipment which is complimented by eight sturdy aluminum canoes.

Presently in our maintenance shop we have a good variety of wood working tools, saws and lumber which will be available for students use, providing there is a competent supervisor accompanying them.

Pelican Group Homes formally began its operation Sept. 1, 1978. The grounds and facilities were supplied by the Department of Indian Affairs and then turned over to the Big Trout Lake Band for the operation and maintenance. As of May 1, 1979 the operation and maintenance of Pelican will now be the responsibility of the Northern Nishnawbe Education Council. The Big Trout Lake Band administered our program for seven months until the NNEC became formally organized and incorporated. Much of the equipment and a number of buildings have been here for many years, they were all used in the operation of the old Pelican Student Residence. The old residence had been in use for over fifty years and was no longer needed, as elementary schools have since been built on the reserves, eliminating the function the Residence formally fulfilled.

Due to the effect of more available elementary educational facilities on the reserves, there has developed a large influx of native highschool students. These students in the past have been boarded out with families in Sioux Lookout. In recent years the demand for board-out

( 2 )

homes has exceeded available space and consequently many students were forced to travel further south. For students who have spent all their lives on a reserve, the move to a far away town or city is very difficult. The simple distance from home and their own people is difficult, but this also is combined with academic and social problems which the students ultimately face. With these thoughts in mind the idea for Pelican arose and two years later became a reality.

In our first year of operation we accepted only native students who were coming out to Sioux for their first year of highschool. The majority of students were in grade nine with only two in the higher grades. The logic behind this admittances procedure was as follows; It was envisioned that new students would come to Pelican, live with their parents and go through a one year orientation in the community. During the first year the students would be slowly introduced into this new lifestyle. Through the course of the year they would become accustomed to their new surroundings and expectations that are associated within this new setting. After they have spent one year at Pelican they would be allowed to return to school the following year as a board-out student in Sioux Lookout. It is felt that the one year spent at Pelican is very beneficial to naturally shy and unaware new students. Through this program we anticipate that new students will gain confidence in themselves and therefore continue on in the following years of their highschool education. In the past, large numbers of new students have dropped out of school and we feel that we can also have an important effect by lowering this dropout rate. Unfortunately, our first year, due to a very bad start had eight of twenty-eight students return home. We now feel much more confident that this figure can be lowered with the use of new skills and knowledge developed last year. Our goals at Pelican are as follows:

- 1) To provide a stable, secure homelife that will be conducive to students adaptation to their new environment.
- 2) To maintain close contact with parents and bands regarding the progress and development of their students.

..... 3

- 3) To develop self-confidence and independence in our students so that a greater percentage will go on to complete their high-school education.
- 4) To give students the opportunity to develop skills which will be useful in everyday living. Skills such as those involved in the upkeep and maintenance of their homes, carpentry, and hand tool use in areas of traditional skills.

STUDENTS ARRIVAL

When students arrive they should be shown to their respective houses and given a general tour of all our facilities. After they have settled in, trips can be made to town to familiarize them with Sioux Lookout. A brief tour of the highschool, Friendship Centre and local business outlets will be beneficial.

As much as possible involve your students in all decisions as to how your house will be organized. Make everyone aware of the various chores which must be kept up for the smooth operation of your house. Set a standard as to how your cleaning routine is to be carried out. Keep in mind that for many students this will be their first exposure to our style of living. Be sure that students finish their chores to your satisfaction, as it will make things easier and more comfortable later on in the year. Be patient and explicit, spend extra time showing them how things can be done smoothly and neatly.

When you first begin meeting the students as a group, inform them that we wish to treat them as young adults, rather than children. This means that we are going to give them responsibilities and in turn expect them to be accountable for their actions. Impress upon students that they are responsible for the operation of their house. You are there to help them start out and fully expect them to do many things on their own. If someone in the group does not take on his or her share of the duties, take them aside and explain to them the concept of communal living and the need for sharing of work loads. If this does not work call a group meeting and discuss why someone is not helping or co-operating. Impress upon them that we are here to help each other. These group meetings, many times will be very sensitive, be sure that your approach does not belittle the offender(s).

Remember that most of our students are coming out of the north for the first time, some of them will be nervous, shy and lonesome for home. The results of our student survey from last year indicated that students came here with the idea that they thought Pelican would be boring. In our early staff meetings we should plan some immediate activities (movie, bingo, dance?) in order to dispel this notion as quickly as possible. In the beginning we should encourage group activities and interaction through sports indoor games and get-togethers. We will notice some students who will be reluctant to participate; encourage and involve them

( 5 )

whenever possible.

We have two-hundred and eighty acres of land with many trails & beautiful spots. Take your students for walks so that they can familiarize themselves and get a feel of our location. Impress upon students that this is our home for the next ten months, show them many of the ways which we can enjoy ourselves. We must continually remember that our students are coming into a new lifestyle, many will be reserved and very unconfident of themselves. Be sure that these students are encouraged and above all recognized when they try something new or show some new gained confidence in some endeavor. Although many of our activities will be geared towards group involvement and interaction, we must always remember that students will desire some private times by themselves. It may be difficult in the beginning but this time should not be confused with a students shyness or reluctance to participate in organized activities.

As much as possible I would like our homes to function co-operatively. As supervisors we should try to develop consistent, fair methods of dealing with all our students. Although you will be responsible mainly for the students in your house, you should try occasionally to set up programs and events which involve all students at Pelican. By using this method we can use all of our individual talents for the benefit of all, rather than just a select group of one house.

RULES AND GUIDELINES FOR ALL HOMES

No drinking or drugs will be permitted. Anyone who violates this rule will be grounded for one month --Meaning they will go to town for school attendance only. If a student becomes repeatedly involved, they will be sent back home to their respective reserve. This is our most important rule; it is imperative that all students know the consequences and exactly where we stand.

The following concerns, I will list as guidelines as they are expectations which students must realize are part of their committment to attending school. Students must be made aware that the reason they have come to Sioux is to attend school. If they skip classes for no good reason they will again be grounded. Use your discretion and find out reasons before you actually ground someone. This rule can be relaxed later in the school year, but it is imperative that students develop good attendance habits early in the school term. It is acceptable for allowances to be made occasionally, but in the beginning you must be consistent and demanding.

Next in importance is my expectation that the homes and particularly students rooms be kept neat and orderly. In the beginning you must be explicit when you tell students what it means to have a clean kitchen, living room and bedroom. You may find it necessary to put up posters defining what our expectations are so that there is no confusion. It is imperative that these expectations be established shortly after the student arrives. Do not let students fall into the rut of putting off cleaning and care for the house. This should be established as one of the first goals of the particular supervisors in each house. Any damages caused by a student must be repaired by the student under the supervision of our maintenance worker.

Lights out in houses during school days should be 11:00 pm. This can fluctuate if there is something special on T.V. or a special project is underway. All music should be shut off by 11:00. Weekend and non-school day curfews can be established by the groups in each house. NO SMOKING is to be allowed in any bedrooms.

Each room will have 2 (4' x 8') piece\$of plywood on the wall for

..... 7

( 7 )

hanging posters, writing etc. There is to be no other objects on any other parts of the walls.

The above noted guidelines must serve as a basis of understanding between supervisors and students in each house. It is very important that both supervisors sit down and clearly understand how each team will implement these guidelines. Regardless of your different personalities these guidelines must be followed, consistently by both workers. There will be many other areas where you will be afforded the opportunity to react and act differently with the students. I am all for letting students make decisions and letting them do what they want, but only after they have completed what is required for the orderly functioning of their house. It is important that students understand this. Students will learn and adapt quickly after they arrive, it is for this reason that you must be prepared to set precedents and be prepared to outline exactly how your house will function in certain areas.

The reasons for following the above guidelines have become self-evident in our working with students in the past. Most students who came to Pelican are somewhat confused and are looking for someone to give them some direction. Most of the above guidelines will help provide the students with a feeling of security and confidence which we have found is so necessary at this time in their lives. Provided with this stability and security we have seen that students will be comfortable and happy to continue on throughout the school year.

( 9 )

### CANTEEN FUND

Each house will be given fifty dollars which can be used to set up a canteen fund for selling pop, chips, cigarettes etc. Any profits accruing from these sales can be used for whatever the home decides. Bulk supplies can be purchased through New Dryden Jobbing in Sioux Look-out.

### MOVIES AND DANCES

Each house will be given several movie booklets from which they can choose five movies that they would like to see through the course of the year. If our budget allows it, I will order one of these movies every two - three weeks. In the past we have had the movies on a weekend followed by an evening dance. Each house will share equally in the profits, which can be returned to your canteen fund. These activities should be advertised up to a week in advance in Sioux so that interested native students boarding out can also attend. Clean-up of these activities must take place on the following day with representatives from all houses participating and one staff supervising. National Film Board movies will also be ordered and can be shown on a weekly basis. A separate cash box will be available so that profits from movies and dances can be kept together without confusion and transferring of funds.

### BOWLING

In the past we have used the bowling facilities at the Radar Base. Sunday evenings proved most convenient and also corresponded with weekly movies shown on the base. Movies were free and bowling cost were .50 ¢ a game for student. It is anticipated that one staff member will form teams and schedule regular competitions in advance of all games.

### STUDENT ALLOWANCES

All students living at Pelican will be given an extra \$10.00 per month allowance if they

- a) do not skip any classes
- b) are co-operative with house chores and homework.

( 10 )

WORK PROJECTS

Those students who receive very little money from home should be given priority in any work projects that we will be paying students to help with. We will not pay students for work at Pelican that is considered part of our regular chores.

CURFEW - OUTSIDE OF HOMES

10 - PM unless supervised weekend activity.

Indoor curfews must be submitted to the administrator by staff of each house.

( 11 )

SUPERVISORS list of Imperative Guidelines that students must be briefed on and where you as supervisors must be consistent and demanding as a working team.

- 1) No drinking or drugs - consequences
- 2) Cleanliness of homes - explicit instructions
- 3) Main reason student has come to Pelican: School
- 4) Skipping Classes - consequences
- 5) Monthly allowances (extra \$10.00)
- 6) Sharing of facilities by all homes
- 7) Damage to buildings - consequences
- 8) Lights out, no smoking in bedrooms - consequences
- 9) How to use laundry equipment
- 10) Overnight procedure
- 11) Gym - shoes - cleanliness
- 12) What to do if you miss the bus
- 13) Study hour
- 14) Curfews - indoor and out
- 15) Requirements of communal living
- 16) Phone calls - no collect, no charging

GUIDELINES ARE ONLY THE BEGINNING

These guidelines only form the basis of how your home will function. Do not expect to explain these guidelines and then have everything go smoothly. Do not "fool yourself". your house organization will not work well unless you put in a great deal of extra and concerted effort. This is especially true in the first two - three months when you will be setting precedents and possibly altering routines which you have found to be unworkable. After much hard and tedious work over the first two - three months your home will begin to function without your constant reminders and extra work. Although I am becoming repetitive I feel I cannot over-express the importance of setting the tone of how your house will function from the time the students arrive.

..... 12

( 12 )

STAFF MEETINGS      Wednesday ( 9:30 - 10:30 am )

Meetings will be opened by the administrator who will proceed to cover a number of routine topics which he is concerned with. These topics may include budgets, questioning of supervisors, delegation of responsibilities etc. (approx. 20 minutes). Meeting will then be opened to staff who will be given a maximum time allotment of fifteen minutes each to cover areas of concern within our program.

All staff members are expected to attend regardless of days off. Anyone not able to attend will be expected to inform the administrator in advance with a suitable reason. Topics not satisfactorily dealt with in a meeting will be delegated to staff for more discussion, with results to be presented to the administrator prior to the next meeting.

#### INFORMATION LOG

Each house will have a log book which should contain information as to how your house is generally functioning. All significant events are to be recorded. Comments should be relative to the moods, desires and actions of students that will be a factor in all staff dealing with students. These logs must be kept up to date and brought to our regular staff meetings on Wednesday.

Informal records of various ailments, aches and pains should be also kept in this book. Any trips to the Zone Hospital for medical or dental attention should be recorded. If you suspect a student needs to see a doctor, do not hesitate, use your own discretion. If you are nervous over a student's condition call the Zone and ask for advice or drive the student to town yourself

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( 13 )

RUNAWAYS - MISSING PERSONS

A simple procedure must be followed. If a student is missing or hasn't returned home from school, first check with classmates then the school. Make a few calls to see if anyone knows of the student's location. If no information is available call the O.P.P and report the incident. Before calling the O.P.P be prepared to give a description of the student date of birth, general appearance, and last clothing the student was wearing. Leave message with the O.P.P as to where you or another aware supervisor can be contacted. If you are not near a phone, make periodic calls to check with the police. If a student returns on his or her own be sure to notify the police promptly. In the past, the police have been very co-operative with us, make a point of being helpful and prepared for their questioning. Notify the administrator after you have called the O.P.P.

TELEPHONE

In order to keep our phone bills down at a reasonable level I have decided to leave it up to the houseparent to request installation of phones from Bell Canada. Phones are to be registered in Houseparent's names and bills will come to you directly. The monthly charge will be forwarded to supervisors following the arrival of monthly bills. It is therefore your responsibility to see that students use the phone fairly and pay for any long distance call above the allotted amount.

..... 14

( 14 )

### CONTACT WITH PARENTS

Our most important contact with parents will be letters you will be writing concerning the progress and attitude of their children. These letters must be written every six weeks. Your first letter will be simply an introduction of yourself and a description of a general routine that their son or daughter will be living with at Pelican. Explain to parents our rules and guidelines and what is expected of their child. Specifically worded letters will be sent home before Christmas holidays, March break and the arrival of the spring season. These are times where we have found that students tend to drop-out and with a little encouragement and preparation of parents this usually can be prevented.

In any contact you have with parents encourage them to visit with us at Pelican whenever they can.

### CLEANING

As mentioned before your definition and the students understanding of what a clean home is like, is very important. It is imperative that you stress neatness and establish order from the beginning. General clean-ups of your house must be initiated every two months. This does not mean that you let things deteriorate until your general clean-up.

General clean-up consists of:

- 1) washing all walls, window, door and closets
- 2) cleaning all cupboards where food and utensils are being stored
- 3) moving fridges, stoves, furniture etc and cleaning thoroughly behind and around these objects
- 4) vaccuming all mattresses
- 5) washing and disinfecting all garbage containers

All rugs must be shampooed prior to Christmas break, March break and immediately after the students leave in June. When clean-up is completed the administrator must be invited to approve the finished work.

..... 15

GARBAGE REMOVAL

Supervisors are to assure that household garbage is removed and put into the garbage tractor. Garbage is not to be left for any periods of time outside the house doors.

LAUNDRY

Remember our washers and dryers are expensive equipment. All students must be shown specifically how to operate machines. For the first two washes per student, they should be supervised. Explain to them the delicateness of these machines and how they must be treated in order for them to last for any length of time. Any problems with the machines should be reported immediately. A small poster should be posted with specific instructions of how to use, what clothing should be washed together and at what temperatures. These little extras will pay off in the long-run, so be sure to set things up properly in the beginning.

SEPTIC TANKS

A septic tank is not like having a town sewer system. The amount of water and waste dumped into the system must be controlled. Only Toilet Paper should be flushed down the drains! Washing machines should not be used for one pair of blue jeans.

ELECTRICAL AND HEATING

Again our costs are dependent on usage. During the cold season thermostats should be turned down to 65° F., when students are at school or buildings are not in use. Be sure to turn all lights and utilities off during the day, when students are in school. Students must be made aware of sound conservation practices. Set an example and be consistent.

GYMNASIUM

When students are using the gym they must at all times be accompanied by a supervisor. Under no circumstances are street shoes or boots allowed to be used on the gym floor. If people do not have alternate footwear, they must enter in stocking feet. As with all of our equipment, when something is damaged or needs to be repaired it should be put in writing and given to the administrator. Description and recommendation, as to how something could be repaired or improved will be much appreciated. The gym should be locked at all times, when it is not in use. Houses will be responsible for cleaning the gym on a two week rotating basis. Clean-up will entail the sweeping and damp-mopping of the entire floor and stage surface.

SHOP

Again we have expensive machines and equipment and many useful hand tools. All tools and equipment will be stored in locked cabinets. Any students using the shop must be accompanied by a supervisor. One worker will be in charge of the shop, organization of activities, clean-ups and requests for equipment and materials. Our shop worker will be working weekends throughout the year. Hopefully many relevant projects will be initiated. The shop worker will also help students with minor repairs and maintenance around their homes. Any damages in homes, will be repaired by the offender with the help of the shop worker. Programs will be set up at a later date which will include snow-shov making and hand tool use for building useful and relevant objects related to native lifestyles.

( 17 )

### CAMPING EQUIPMENT

All use of canoes and camping equipment must be carried out with a concentration on safety. Before students are allowed to use equipment they must be thoroughly familiarized on the safety and care which must be taken when using equipment. Any students not wishing to use life-jacket must have a hand written letter from their parents stating that they do not require their child to wear a safety jacket. All of our equipment must be treated with respect, students must learn the practise of preventative maintenance which must be carried out in order to assure long and useful life. All supervisors must assure that when equipment is returned to storage it is clean and put away neatly and responsibly.

### SPORTS EQUIPMENT

All equipment is stored in the lower level of the old group home. Items such as baseball and hockey equipment will be available to each home as the seasons dictate. Equipment is to be returned to the store room as each season passes. Again supervisors are responsible for the collection and orderly storage of all equipment.

### SECURITY

All houses are to be locked when no one is present ( except on standard delivery days ) once per week per house) The gym and shop should also be locked at all times when not in use. Students should not remain in the shop alone, as we have many electric tools that if not used properly can cause serious injury.

Special care must also be taken with our male and female students. Visiting in houses should be limited to the living room areas when male and female relationships are involved.

..... 18

VAN POLICY

As we have students who will require transportation at a variety of times co-ordination of movement is very important. Plan your activities, such as outings and trips to town together in order to decrease the number of trips. Schedule your use of the van for special trips through the office, days ahead so everyone will have a clear picture of when they can use vehicles. Post these special trips on the bulletin board in the office. The cleanliness and maintenance of the vehicle will be the responsibility of each house on a rotating basis. All gas taken from the pumps must be recorded in the vehicle book and signed by the employee filling up.

CHURCH SERVICES

Students should be made aware of the local church services in Sioux. Advise them of times and take in those who wish to attend. General Spiritual discussion should be encouraged in your house throughout the year.

SNOW REMOVAL - WINTER

Vehicles must not be parked near the two new homes. There is ample space and plug-ins at the old home. This is important as the Radar Base snow plow will not plow the road in front of your house if a vehicle is parked thereabouts.

FOOD ORDER

- Deliveries - Dairy products: Wednesdays and Saturday (AM)
- Produce Tuesdays
- Bread Tuesdays and Thursdays
- Meat Monthly

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FOOD ORDERS CONT'D

All dry goods will be kept in our storage house and can be used as required. All orders of supplies must be written and handed in on Monday mornings.

CRISIS SITUATIONS

Drinking and Violence

In the past we have been confronted with intoxicated students who have been extremely threatening to fellow students and staff. Every attempt should be made by all members of the household to discourage the offenders behaviour. If this does not work and violence continues the offender must be physically restrained. If trouble still persists it is up to the discretion of the staff involved to call the O.P.P . Our student will be breaking the law and can legally be jailed overnight (at our request) . In the past we have found reasoning and discussion with intoxicated students to be an unsuccessful method of dealing with the situation.

RESOURCE PEOPLE

At various times during the year we will be attempting to bring in native resource people from the north to teach special skills. It is most important that those students who have chosen to become involved do so consistently and regularly. A work schedule will be set up and all involved must conform to this schedule. Once involved , students will not be allowed to drop out until the instruction period is completed.

( 2 )

SOCIAL COUNSELLORS ON RESERVE

Big Trout Lake	DAISY HOPPE	537-2264
Sandy Lake	ELIAT RAE	774-4491
Pikangikum	JANE PETERS	773-5559

If contacts are needed in other communities we can obtain information from the Social Counsellors at Indian Affairs.

TABLE OF CONTENTS

GROUP HOME STAFF - PERSONNEL POLICY	Page 23
SALARIES AND TERMS OF CONTRACTS	24
Administrator	24
Child Care Workers	24
Summary	24
DUTIES	25
QUALIFICATIONS	26
DIRECTOR	27
QUALIFICATIONS	28

GROUP HOME STAFF - PERSONNEL POLICY

- A) The Child Care Workers will be employed on a ten-month work year and entitled to vacation leave at the Christmas break and without pay during the summer vacation period, which is that period between the end of one school year and the beginning of the next school year, as observed by the local school board.
- B) The annual salary will be paid over the full twelve months. Salary for each two week period shall be the annual salary divided by 26. Pay for each day will be 10% of the bi-weekly salary.
- C) Sleeping in Group Homes required while on duty.
- D) Sleeping quarters and meals provided free of charge while on duty.
- E) Vacation pay will be earned at a rate conforming to Department of Labor standards.
- F) Employer and employee will contribute to the Canada Pension Plan as required by law.
- G) Employer and employee will both contribute to the Unemployment Insurance Commission as per Dept. of Labor regulations.
- H) Maximum amount of job security for any employee will be one year. All workers will be given a six month probationary review in order to scrutinize their contribution and effectiveness within the program. New contracts will be offered to effective employees following the students departure from the Group Homes in June of each year.
- I) Termination of employment shall require one month's notice by either party or at any time by mutual agreement.
- J) Staff must possess or attain a driver's licence for the appropriate vehicles used at Pelican (possibly a school bus).
- K) Rotating shifts and hours of work will be posted by the administrator a minimum of one month in advance. No changes may be made by any staff without approval of the administrator.
- L) Employees are responsible for filling out time sheets which must be handed in to the administrator at the end of each month.

( 243 )

- M) An employee unable to perform his/her duties because of illness or injury shall be granted sick leave with pay, provided
  - 1) He/she has the necessary credits
  - 2) He/she submits a medical certificate signed by a qualified doctor for absences exceeding three consecutive days or ten in one year without medical certificate.
- N) Compassionate leave of five working days with pay shall be granted a permanent employee in the event of death within the immediate family.
- O) All staff members must attend our regular meetings.

SALARIES AND TERMS OF CONTRACTS

Administrator -- \$15,000. - \$17,500. depending upon qualifications and experience.

- a) Administration residence provided free of charge.
- b) Forty hour work week.
- c) Statutory holidays with pay
- d) Vacation leave one month (taken in July or August)
- e) Termination of employment shall require one month's notice by either party or at any time by mutual agreement. Vacation leave for termination purposes can be calculated at 4% per month worked.
- f) Sick leave accumulated at a rate of 1 1/4 days per month.
- g) Contract negotiated each June for the following year.

Child Care Workers

Category 1 - \$11,000. - \$12,000.  
 Category 2 - \$12,000. - \$13,000.  
 Category 3 - \$13,000. - \$14,500.

SUMMARY

Under the general supervision of the director assumes responsibility for a group home unit, its program and the group of children residing in it; provides for the physical care of the children; promotes the healthy mental, physical, emotional and social development of the

Children; and performs other related duties.

DUTIES

a) Provides for the Physical Care of the Children

- by supervising the preparation of menus and meals;
- by supervising the laundry and sewing needs within the unit;
- by assisting the children in the purchase and maintenance of clothing
- by advising individual students in the daily routines of eating ,  
bathing, dressing, toileting, going to bed, playing;
- by assisting sick, hurt, frightened, or unhappy children in times of  
stress.

b) Promotes Healthy Emotional and Social Development of children through  
the process of assisting and working with them in all the daily routines,  
recreations and activities;

- by demonstrating sincere interest in and respect for the individual  
student's feelings, point of view, experience and culture;
- by interpreting to the children the expectations and requirements of  
group home living.
- by setting limits and controls to behaviour according to the needs  
of the children;
- by consulting with the director concerning problems in living that  
individual children are experiencing;
- by participating in the process of making the appropriate referral  
when specialized attention is required.
- by ensuring that the conditions under which the children study are  
physically and psychologically conducive to homework;
- by encouraging the children in their educational progress;
- by consulting with the Administrators, teacher and community special-  
ists concerning the student's adjustments that affect their education.
- by arranging for tutorial or special homework assistance when  
required.

( 25 )

d) Provides the appropriate documentation of the progress of the student

- by accurately reporting and recording observations made of the student's adjustment;
- by providing monthly reports to parents and each student;

e) Performs other duties

- such as driving vehicles and organizing and participating in special trips and activities.

QUALIFICATIONS

Category 1:

- a firm desire to work with children
- basic understanding of the physical and emotional needs of normal children;
- an understanding of basic first aid methods;
- the ability to understand children's feelings
- the ability to give written and verbal reports on the children's behaviour;
- the ability to deal with problems through applications of experience and learning;
- the ability to increase knowledge and understanding of child behaviour

CATEGORY 2:

- as above with demonstrated abilities as experience in four years previous child care work.

CATEGORY 3

- knowledge and ability as in Category 1 and 2 plus the following :
- a knowledge of human behaviour in understanding and identifying children's needs . Ability to recognize and deal with emotional stress.
- the ability to plan and evaluate the program;
- the ability to apply knowledge gathered through experience and education from a child care course at a college level or equivalent education and experience.

( 27 )

A minimum of 1 Yr experience work at the Pelican Group Homes.

DIRECTOR

Summary

Under the direction of the Northern Nishnawbe Education Council manages the NNEC Student Care service group homes including care of the students, co-ordinating the student care program, maintains good working relations with the parents, schools, churches, interested groups and the general public, recommends changes in the facilities to meet the student's needs, prepares annual budgets, evaluates employee performance and performs other related duties.

Main Duties and Tasks

- a) Co-ordinates and administers the child care program for students to develop their mental, physical, social and spiritual well being as individual Indian children:
- by chairing regular meeting with the child care workers to discuss and develop the child care program;
  - by issuing written and oral instructions to child care workers;
  - by discussing with child care workers and where necessary, taking or recommending remedial action on problem cases that affect one or more students and have an affect on the whole group.
  - by liaising with the local education authorities and Indian Affairs' Student counsellor on the placement and educational progress of students in local schools;
  - by liaising with Indian Health Authorities and local medial services on the medical needs of the students;
  - by liaising with local church authorities on the spiritual and moral needs of the students.

.....27

( 28 )

- b) Maintains good public and working relations with parents, community leaders, churches, service clubs, businesses, communications media, recreational organizations and members of the general public.
- by meetings, interviews, correspondence and telephone in order to provide information, resolve operational problems and to facilitate the best student care program for the Group Homes.
- c) Organizes and Co-ordinates the Work of the Staff engaged in such activities as office work; housekeeping, laundering, maintenance of grounds, buildings, equipment and facilities, preparation serving of food, operations and maintenance of heating, ventilating and refrigeration equipment and other services associated with the student care.
- by determining the day-to-day and long term needs of the Group Homes.
  - by developing plans and operating methods in conjunction with supervisors;
  - by establishing work standards, scope, priority and scheduling of work projects.
- d) Keeps records and prepares financial estimates by evaluating the facilities, needs of the students and operating costs so as to ensure that sufficient funds are available to operate the Group Homes.
- e) Performs other duties such as evaluating the performance of personnel establishing training needs of the staff and selecting new employees.

#### QUALIFICATIONS

A firm desire to work with children is a prerequisite. The work requires a thorough knowledge of the Band Administrative regulations and procedures, and of child care administration. It also requires an understanding of child and adolescent development psychology and an understanding of Indian culture.

.....28

( 28 )

It also requires an ability to work with, motivate and supervise a staff and the ability to maintain good relations with a variety of officials in the community. The knowledge is normally acquired through university graduation in one of the social sciences, specific courses and training in the general field of child care and some experience in the Child Care field; or high school graduation and training in child care and several years experience in the child care field.

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Parents are expected to provide clothing for their children, this will be supplemented according to funds available in the Group Home budget.

401/25-1-18 PA

NORTHERN NISHNAWBE EDUCATION COUNCIL

Role of the Social Counsellor on Reserve

Under the general direction of the Operations Manager, assume responsibility for providing orientation, social counselling, promoting and supervising, if necessary, extra-curricular activities, assisting students in finding part-time and summer employment, promoting healthy mental, physical, emotional and social development of the students, maintaining records of students progress and adjustment, and performing other related duties.

DUTIES

1. Provides orientation and social counselling services to students:
  - by discussing with students, parents and school personnel the Department's Educational Assistance Program for Indian people;
  - by arranging orientation activities for students before leaving community.
  - by interviewing students who require Education Assistance and their parents, and preparing the necessary documentation; ( E.A. Forms IA 352 )
  - by consulting with the school personnel and parents or boarding home parents regarding problems which the students may encounter in their educational experience.
  - by liaison with Welfare and Health Agencies in the Indian community;
  - by referring situations and students to the NNEC's Education Counsellor(s) for advice and/or assistance in matters beyond the authority or competency of the Social Counsellor.
  
2. With an Education Counsellor, administers a boarding home program to include educational assistance:

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- by assisting students and parents in understanding procedures for making applications for financial assistance available from the Department of Indian Affairs and Northern Development.
  - by promoting the necessary information to the receiving Counsellor.
3. Promotes and supervises extra-curricular activities as required:
- by organizing tutorial and remedial services for children with academic and other deficiencies;
  - by providing certain after-school programs featuring recreational and informal pursuits;
  - by consulting with community agencies concerning extra-curricular activities for students;
4. Promotes healthy, mental, physical, emotional and social development of Indian people.
- by consulting with the parents, teachers, boarding home parents and others concerning the students' social problems that affect their education;
  - by arranging for special homework assistance when required.
  - by developing retrieval programs for not-in-school youth;
  - by providing supportive counselling as required, through liaison with agencies such as Children's Aid Society, Addiction Research Foundation, Alcoholics Anonymous and Medical Services.
5. Provides the required documentation of the students:
- by accurate reporting and recording of observations made of the students' adjustment patterns;
  - by utilizing a suitable filing system and maintaining records of interviews, school reports and other anecdotal type records.
6. Assists with recreation programs in the Indian Communities.
- by arranging for the training of playground supervisors.
  - by helping plan and co-ordinate playground and other recreational activities for children and students in the Indian communities.

( 3 )

-through liaison with recreational personnel in the interest of recreation in the community.

7. Implements placement counselling program for Indian people:

-by collecting and disseminating to the students, parents and other adults information regarding job opportunities;

-by referring Indian people to Canada Manpower and other employment agencies;

-by referring employment candidates to the Department of Indian Affairs and Northern Development's Employment and Relocation Counsellor for:

a) financial assistance when necessary

b) consideration for in-service-training, and/or on-the-job-training, if this type of preparation is required before normal employment.

c) advice and assistance in matters beyond the authority and competency of the Social Counsellor.

8. Assists students in finding part-time and summer work.

-by establishing adequate liaison with employment counsellors and/or agencies, eg. Band Council, etc....

-by providing current information to students concerning part-time and summer work available to them;

-by handling inquiries from prospective employers of students regarding part-time employment while attending school.

9. Provides counselling services for students seeking post-secondary school training or for adults seeking retraining for employment.

-by collecting and disseminating information regarding post-secondary and retraining opportunities.

-by referring retraining applicants to Canada Manpower for consideration for placement in a retraining program;

-by assisting applicants who require educational assistance and preparing the necessary documentation;

-by follow-up counselling and referral as necessary;

-by referring situations and applicants to the NNEC counsellors for advice and/or assistance in matters beyond the authority and competency of the Social Counsellor.

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10. Assists in promotion of cross-cultural education in the schools:
  - through liaison with the principals and teachers to ensure that adequate information and suitable materials are available for cross-cultural education:
  - by fostering in the parents and the children in the Indian communities an understanding and appreciation for cross-cultural educational activities in the schools.
  
11. Provides an attendance counsellor service for the schools without this service.
  - by accepting referrals from the principals and other school officials;
  - by visiting homes to counsel students and their parents regarding regular attendance;
  - through liaison with other agencies whose work is related to the welfare of the Indian students and especially the Welfare Officer and Health Worker;
  - by referring difficult cases back to the school authorities for enforcement action;
  - by maintaining adequate records re; attendance, and attendance counselling duties;
  
12. Carries out Community Affairs duties as delegated from time to time. This might involve such activities as Band elections, social assistance, and family counselling.
  
13. Assists with planning, co-ordinating and supervising adult education activities on reserves in co-operation with Department of Manpower, Community Colleges, Band Councils, School Committees and other related organizations.
  
14. Assists in the development of the School Committee and in the promotion of the NNEC:
  - by becoming a member/observer of the local School Committee.
  - by providing information to the School Committee regarding the NNEC, school programs, high school programs, and other problems and issues facing Indian Education.

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- 4. -by assisting the School Committee initiate and develop programs and projects to meet the needs of the community and school.
- by assisting the School Committee to find resource people (teachers) for the cultural programs.
- by assisting the School Committee determine what the type of cultural and other programs should be implemented in the school.

401/25-1-18

REFERRAL HANDBOOK  
PELICAN GROUP HOMES  
PELICAN LAKE  
SIOUX LOOKOUT, ONTARIO

C O N T E N T S

	Page
Location	1
Facilities	1
Students	2
Goals	2
Objectives	3
Activities	3
Programs	5
Counselling and Communication	5

Mr. Robert Cosco  
Group Home Administrator  
Telephone: 737-1870

## PELICAN GROUP HOMES

This handbook has been prepared in order to familiarize you with the proposed operation of the Pelican Group Homes. We would like you to be aware of our goals and objectives so that you in turn may be able to constructively assist us.

### LOCATION

The Pelican Group Homes are situated on 287 acres of land, approximately six miles west of Sioux Lookout. To say the least, we have a beautiful location. The three group homes have been built along the shoreline looking out over Pelican Lake. A short distance to the west of the homes Pelican Falls empties Pelican Lake into the Lac Seul water system.

### FACILITIES

For the school year 1978-79 we will have three group homes operating at Pelican. Each group home will house eight students with two child care workers who will try to create a family atmosphere within each building. All work, cooking, cleaning, repairing, snow shovelling, etc., will be shared by all occupants of each house.

Our recreational activities include a gymnasium, hockey rink, baseball field and a variety of sports equipment which can be used regularly by students. We have a good supply of camping equipment which is complimented by eight sturdy aluminum canoes.

Presently in our maintenance shop we have a good variety of wood working tools, saws and lumber which will be available for students use, providing there is a competent supervisor accompanying them.

-2-

## STUDENTS

It has been decided that Pelican can best be utilized by dealing with students who are coming out of the north for the first time. All these students will be attending Queen Elizabeth District High School. The students will be of similar ages and will come from a combination of reserves in the north.

## GOALS

Experience has shown us in the past that native students leaving their home reserves are faced with a difficult adjustment period.

Our number one goal will, therefore, be to assist and prepare our new students for the transition that will be necessary for them to be successful high school students.

Secondly, we will recognize and prepare ourselves, as child care workers, for the many problems that native students encounter during and after the transition period. Problems such as loneliness, depression, shyness, skipping classes and drinking. We will plan approaches to dealing with these problems so that they will not continue throughout the school year.

Thirdly, we will increase communications with bands and individual parents regarding the adjustment and progress their children are making at Pelican.

Fourthly, through our group home environment we will prepare our students to transfer into the Sioux Lookout board-out program for their grade 10 school term.

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000161

### OBJECTIVES

- Establishing a good, comfortable homelike atmosphere in all our homes.
- Provide an environment to encourage growth and stability in the area of education.
- Provide a constructive and progressive environment for personal growth.
- Provide emotional security by acknowledging their worth and value as an individual.
- Strengthening their personality development:
- Assisting students to develop their own strengths, controls, and responsibility for their actions.
- Providing leadership and education in good habits, manners, and conduct.
- Assisting the students in developing an interest, acceptance, and participation in daily living routines.
- Offer encouragement in spiritual expression, experience, and activity.

### ACTIVITIES

Sports - We have a variety of outdoor sports such as hockey, baseball, football, and soccer. Indoor sports can include almost any games which are feasible in a gymnasium.

In the past we have had active participation in camping, canoeing, snowshoeing and ice fishing.

Educational trips out of the Sioux Lookout area are always a possibility. In the past students have travelled to Winnipeg, Thunder Bay, and various other interesting locations in Northwestern Ontario. Every winter, usually in early March, we have a winter carnival. This involves a full week

-4-

of activities such as bannock cooking, tea boiling, log sawing, snowshoe races, tug of wars, snow sculpturing, dances, movies, hockey games and many other interesting activities.

Students will be encouraged to involve themselves in various community activities in Sioux Lookout. The Friendship Centre and high school sponsor many activities through the course of a year. Students will be allowed to visit and stay with friends and relatives in Sioux Lookout providing parental permission is given.

We have some ideas in the life skills area where we need participation from your skilled people in the north. We would like some of your resource people to come to Pelican and spend short periods of time teaching your children. For example, an experienced person could be sent to Pelican in the spring or fall when the suckers and whitefish are running in our lake. Children could be shown how to set up and prepare smoked fish and other meats. Someone who is an experienced wood worker could teach children how to make axe handles, paddles, snowshoes, or any handy work relevant to life in the north.- There are obviously many other positive possibilities; the key to our success will be you... our resource people.

We at Pelican feel that without the above skills your childrens' education will never be complete. It is possible to educate your children in two relevant areas at the same time. The facilities and interest are available here, no longer need we make the comment that children attending schools in the south are loosing their cultural heritage.

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000163

-5-

## PROGRAMS

Experience has shown us that all students are regimented and organized in the school system and because of this are reluctant to become involved in highly organized activities at Pelican. Many times they may wish to just relax and enjoy some privacy after school or on the weekends. For these reasons we will not force students to participate in any special programs which we organize. We will encourage them to participate where we feel they can benefit and are willing to try.

Most of the activities mentioned in the previous pages will be implemented by our staff. The life skills area is where we will definitely need assistance. We are capable of teaching skills which are relevant to our life styles, but native people must be taught skills which are also relevant to their own life styles.

We will be contacting bands and parents later on in the year describing what programs we have initiated, and at that time, will make requests for various resource persons.

## COUNSELLING AND COMMUNICATION

Medical, dental, eye examinations and care will be provided on a regular basis by the Sioux Lookout Zone Hospital.

Individual and group counselling on both a house and complex basis will be undertaken by child care staff.

Written assessments of the students progress in all aspects of their new life style and academics will be forwarded to parents once each month. These reports will be prepared by each students supervisor and discussed with the residence administrator.

...6

000164

-6-

We will have telephones and hopefully a good radio system so that students may verbally contact parents (or vice versa) whenever signals are possible.



Robert Cosco,  
Administration,  
Pelican Lake Group Homes.

401 251-18  
211

NORTHERN NISHNAWBE EDUCATION COUNCIL

Personnel and Administrative Policy

SECTION 1

Purpose and Scope

- a) These Staff Regulations are intended to ensure effective and efficient operation of the Northern Nishnawbe Education Council activities and a high level of service to those served by the NNEC through trained and competent employees and to encourage and help develop Native leadership within the communities served by the NNEC.
- b) These Regulations apply to all persons employed by the NNEC except where specified otherwise. They do not apply to persons employed on contract.

SECTION 11

Salary Administration

- a) All employees shall be paid on a semi-monthly basis. Should the payday fall on a holiday or weekend, payments will be made on the last working day previous.
- b) No employee shall be given his/her cheque earlier than the official payday except:
  - 1) employees travelling on NNEC business on the official payday.
  - 2) employees beginning a period of vacation leave.
- c) Cheques shall be given only to the employee unless he/she authorizes in writing otherwise.
- d) Deductions from pay of any employee may be made at his request in accordance with statutory or NNEC requirements.
- e) Salary cheques for employees who are pending termination shall not be released if an overpayment may be created.
- f) Should any person, be it an employee, Executive member, Board of Director or any other person approved by the Executive Committee, be requested to assume the duties of a position or higher paying position during a temporary absence or a vacancy pending an appointment by competition and this period lasts for at least 5 days, that employed shall be paid at the rate of pay for that period of time that he/she performs those duties.

( 2 )

SECTION 111

HIRING

- A) No person shall be employed by the NNEC without the position being properly approved by the inclusion in the NNEC budget or by separate approval of the Executive Committee.
- B) No person shall be employed by the NNEC unless a job description has been approved and a salary range established.
- C) In all cases, persons employed by the NNEC shall be selected by the Executive Committee and each person selected shall be the best qualified and most suitable for the position, except that the following preferences shall apply, in the order given:
- 1 ) existing employees of the NNEC shall be given first consideration.
  - 11 ) Native persons shall be given preference over equally qualified non-Native persons.
- D) No persons may vote on the selections or recommendations of any person for employment by the NNEC if he/she is an immediate relative of any candidate being considered for the position. "Immediate Relative" is defined as mother, father, son, daughter, brother, sister, wife, husband, mother-in-law, father-in-law, son-in-law, or daughter-in-law.
- E) The following procedures are to be followed in the selection process:
- 1 ) The Executive Committee shall, based in the qualifications required decide what minimum qualifications (if any) are required for a person to be considered further e.g. driver's licence, experience in related work, ability to speak a Native language, etc.
  - 11 ) All applications received shall be reviewed against the above qualifications and only those persons who meet the minimum requirements shall be considered further.
  - 111) Persons who applied within the past three (3) months for NNEC employment shall be reviewed also and those who meet established minimum requirements for a specified position shall be contacted and asked if they wish to compete for the position. Those who are interested shall be considered as applicants equally with those who applied directly for the position.
  - 1V ) The Executive Committee shall make the final selection and shall conduct interviews as it considers necessary.

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- V) The executive Committee shall review fully and carefully each applicants qualifications. In doing so, it will consider the applicant's experience, training, employment record, reliability, suitability, and any other relevant factors considered necessary by the Executive Committee.
- f) Employees shall be hired on a permanent, temporary basis for a specified period, or until his/her conduct warrants dismissal. (see Section IV on Employee Conduct.)
- g) No persons shall be hired for a permanent job unless he/she has reached the age of eighteen (18).
- h) No member of the Board of Directors shall be considered for employment by the NNEC unless he/she submits his/hers resignation to the Board.
- i) All new employees hired on a permanent basis shall be on probation for six (6) months during which his/her performance will be assessed to determine fitness for continued employment beyond the training period. An employee on probation may be released by the Executive Committee on receipt of a recommendation from the Operations Manager and after interviewing the employee.
- j) The Executive Committee, on the recommendations of the Operations Manager, shall decide whether an employee who is promoted or transferred to another position in the NNEC should serve another probationary period in his/her new duties.
- k) The Executive Committee may authorize an employee to be requested to assume duties of a higher paying position during the temporary absence of the position's incumbent or during the filling of a vacancy on a permanent basis. The Executive Committee with the approval of the Board of Directors, may exercise this clause for senior positions.

SECTION IV

Employee Conduct

- a) The NNEC employees are the support staff of the Board of Directors in carrying out the services of the NNEC and are expected to carry out the duties assigned by the Board of Directors conscientiously and to insure that the policy decisions of the Board of Directors are implemented.
- b) Employees are expected to report for work regularly and on time every scheduled working day.
- c) An employee who is unable to report for work or who is going to be late for any reason must call the place of employment, explain the reasons for not reporting and advise when he/she expects to report.

( 4 )

- d) It shall be the duty of all NNEC employees to conduct themselves in a manner that will reflect credit upon themselves and their employers.
- e) All information acquired regarding NNEC business shall be confidential and shall not be released to the general public or news media unless previously cleared through the Operations Manager and /or the Executive Committee. Any employee acting contrary to this regulation may be suspended. Repeated offences may lead to dismissal.
- f) NNEC employees shall protect and care for all NNEC property entrusted to them.
- g) No employee shall publicly comment or otherwise become involved in political issues related to NNEC activities. This shall be the responsibility of the Board of Directors and/or the Executive Committee.
- h) A person employed in a fulltime basis by the NNEC may not have additional employment of contracts with the NNEC without the consent of the Board of Directors.

SECTION V

Conditions of Employment

- a) All employees who are working on a day of a provincial or federal election shall be given two ( 2 ) hours off with pay to vote.
- b) NNEC employees shall be entitled to the following statutory holidays.
 

New Years's Day	Labor Day
Good Friday	Remembrance Day
Easter	Thanksgiving Day
Victoria Day	Christmas
Dominion Day	Boxing Day
- c) If a holiday falls during an employee's vacation period, he/she shall be granted one extra day.
- d) Permanent NNEC employees shall earn vacation leave at the rate of two (2) weeks (fourteen days (14) ) for the first three ( 3 ) years of service, and three (3) weeks (twenty-one (21) days) for the fourth and succeeding years.
- e) An employee earns but is not entitled to receive vacation leave with pay during his/her first three months of continuous service.

( 5 )

- f) Vacation leave for any year shall be credited at the beginning of the fiscal year but any employee terminating his/her employment before earning all the vacation leave shall have the extra amount of unearned vacation leave deducted from his/her final cheque.
- g) The Operations Manager and /or the Executive Committee has the right to schedule an employee's vacation leave but every reasonable effort shall be made to grant an employee's vacation leave in an amount and at such a time as the employee requests and shall not recall an employee to duty after he/she has started his/her vacation leave.
- h) Temporary employees shall be paid 4% of their earned salary instead of vacation leave.
- i) Permanent employees shall attain leave credits at the rate of  $1\frac{1}{4}$  days per month ( 15 working days a year ) for each month in which he/she earns at least ten days pay.
- j) An employee unable to perform his/her duties because of illness or injury shall be granted sick leave with pay provided.
  - i ) he/she has the necessary credits.
  - ii) he/she submits a medical certificate signed by a qualified doctor or nurse for absences exceeding (3) consecutive days or (10) days in one year without medical certificates.
- k) Compassionate leave of five (5) working days with pay shall be granted a permanent employee in the event of death with the immediate family.
- l) Permanent employees may be granted leave with pay for medical and dental appointments as follows:
  - i ) up to  $\frac{1}{2}$  day if service is available in the community.
  - ii) up to 2 full days if required service is not available in the community.
- m) Maternity leave without pay may be granted by the Operations Manager and/or the Executive Committee to a maximum of 3 months before termination of pregnancy and 2 months after termination of pregnancy.
- n) Other leave with or without pay such as marriage leave, death of a relative not within the immediate family, other family weddings etc. shall be at the discretion of the Executive Committee.

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- o) An employee must resign to run for membership in the Board of Directors.
- p) Any unauthorized absence shall be without pay and will be subject to disciplinary action. An absence of 5 consecutive days without permission shall be considered as a resignation.
- q) Employees may be required to attend training courses.
- r) Failure to attend a course without reason acceptable to the Operations Manager and/or the Executive Committee may be cause for disciplinary action. Continuous failure to attend such courses may be cause for dismissal.
- s) Performance assessments shall be made on each employee by the Executive Committee at the end of any probationary period and once a year after that. Any written performance assessments shall be placed on the employees personal file.

SECTION VI

Alcohol

- a) The use of alcoholic beverages while on duty or reporting to work under the influence of intoxicants will not be tolerated under any circumstances.
- b) An employee who uses intoxicants while on duty or reports to work intoxicated is subject to disciplinary action.
- c) An employee who, in the opinion of the Operations Manager or his supervisor, has a drinking problem affecting his/her work may, as a condition of his continued employment, be required to follow an alcohol counselling program.
- d) Any employee who takes alcoholic beverages into a community which bans alcoholic beverages is subject to disciplinary action.
- e) Repeated offences will be sufficient cause for dismissal.

SECTION VII

Discipline

- a) Any employee may be subject to disciplinary action for any practice not in accordance with these regulations or good employee work practices.

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- b) Disciplinary action will depend on the seriousness of the offence and its repetition and may include, after verbal warnings, written warnings placed on the employee's file, suspension with pay from work and finally dismissal.
- c) All disciplinary action except for dismissal may be taken by the Operations Manager.
- d) All discussion of staff discipline by the Executive Committee and /or the Board of Directors shall be held among Board members only, after hearing any defence presented by the affected employee.

SECTION VIII

Termination of Employment

- a) An employee hired on a temporary basis ceases to be an employee at the end of the specified term of his/her employment unless an extension has been properly authorized or unless he/she has been appointed to another temporary or permanent position.
- b) An employee on probation may be released in accordance with Section 3 (i).
- c) Any permanent employee who is not on probation cannot be removed from employment except for just cause and in accordance with proper procedures as described in these regulations.
- d) Just cause shall include offences which adversely affect an employee's performance on the job or can be proven to be detrimental to the best interests of the NNEC, its members or to the people it serves. They include dishonesty, drinking or fighting on the job, serious insubordination, willful damage, excessive absences without authorization, failure to observe rules and regulations approved by the Board of Directors, repeated instances of less serious offences, and so on.
- e) Except for serious offences, no employee shall be fired without being given written warnings, counselling from the Operations Manager and/or the Executive Committee regarding his actions and fair chance to improve.
- f) Where considered justified in terms of VIII (d) and (e), the Operations Manager may recommend an employee to be fired.
- g) i ) Where recommendation has been made to fire an employee, the Executive Committee shall hear the reasons for the recommendation and any defence offered by an employee.

( 8 )

- g) ii) The Executive Committee, after considering the facts, shall arrive at a decision to support or reject the recommendation and if the decision is to fire the employee, shall recommend the effective date when the employee shall cease to be employed.
- iii) All firing shall be reported with complete information at the next meeting of the Board of Directors.
- iv) An employee who has been fired may appeal to the Board of Directors who will consider the facts and confirm or reverse the Committee's decision.
- h) i ) If the duties of a permanent employee's job are no longer required e.g. reason of lack of funding, changes in programs, etc., that employee may be laid off by the Operations Manager.
- ii ) Such permanent employees shall be given 2 months notice of being laid off.
- iii) Employees who have been laid off shall be given priority for re-employment for all positions at an equal or lower salary level for one year after being laid off.
- iv) All employees shall be required to give a minimum of two (2) weeks notice of their resignation.

#### SECTION 1X

##### Grievance Procedure

- a) Any employee who feels he/she has a legitimate complaint related to his/her employment, including against any disciplinary action he/she feels was unjustified, may after having tried to resolve the dispute informally, submit a written grievance to the Executive Committee.
- b) Such grievance must be received by the Executive Committee within two (2) week of the event of discussion that prompted the grievance.
- c) The Executive Committee shall give its descision on the grievance within two (2) weeks of its receipt.
- d) An employee who is not satisfied with the Executive Committee's decision on his/her grievance may, within two (2) weeks of receipt of the decision resubmit his grievance to the Board of Directors.

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- e) Time limits may be extended by mutual consent.
- f) An employee may abandon a grievance either by notifying the Executive Committee in writing or by not resubmitting within the time limits.

SECTION X

Personnel Records

- a) Adequate records of all NNEC employees shall be maintained on file . These shall, at a minimum consist of individual file for each employee containing all relevant information on the employee such as application for employment, evaluation, documentation of disciplinary actions, leave credits and usage, and pay entitlements.
- b) Only the employer or those authorized by the Executive Committee shall have access to the employee's personal file.

SECTION X

Travel, Living and General Expenses

- a) All convictions and parking tickets, etc., will be the sole responsibility of the persons concerned to pay the fines.
- b) All travel must be authorized by the Operations Manager in consultation with the Bookkeeper/Secretary who will insure maximum control of expenditures.
- c) Twenty cents a mile plus gas will be allowed for automobile transportation or the maximum equivalent to economy air fare.
- d) The maximum allowed for meals and incidentals for one day without receipts will be as follows:

Breakfast	\$ 3.50
Lunch	4.50
Supper	7.00
Incidentals	<u>3.00</u>
 TOTAL	 \$18.00

Receipts must be furnished for accomodations. Accomodations in private homes shall be \$ 12.50 for one night.

- e) Receipts will be required on taxi fares over \$ 5.00.

( 10 )

- f) Accounting of expenses must be completed on each trip or once every month along with the monthly reports which should outline the purpose of the trip.
- g) If at all possible, all travel arrangements should be made through the Secretary.
- h) A letter of authorization shall be made available to staff members who reside on the reserves.
- i) All long distance calls shall be recorded.
- j) The living and travel expenses of the staff will not be covered by the NNEC on unauthorized trips or if travel expenses are not properly accounted for.
- k) The NNEC will not cover any unauthorized hotel, car rental and other accounts.
- l) The NNEC will not be responsible on any personal long distance calls.
- m) The NNEC will recover all expenses that are not legitimate through the immediate deduction of wages of the staff involved.
- n) The only people who will be allowed keys to the office will be at the discretion of the Operations Manager.

#### SECTION XI

##### Working Hours

- a) The office hours will be from 9 a.m. to 5:00 p.m. with one hour allowed for lunch. Two 15 minute office breaks will be allowed, one in the morning and one in the afternoon.
- b) All permanent employees on salary will be required from time to time to work on weekends. There shall be no compensation for overtime work.

#### SECTION XII

##### Remuneration

- a) Pay advances will be provided at the maximum of 25% of the given pay period, to be deducted on the following pay period, and only on emergency cases.

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- b) Travel advances will be allowed provided a travel advance expense claim has been properly filled out and approved by the Operations Manager. A travel expense claim must also be filled out on return of a trip and approved by the Operations Manager.
- c) All employees hired on a temporary basis ( contract, part-time, etc.) will not be required to work overtime unless it is mutually agreeable between the employer and the employee.
- d) Should temporary employees be required to work overtime on week-ends they shall be allowed time off during another working day.
- e) All temporary employees will be required to fulfill their obligations by working the full terms of their contracts.

401/25-1-18 *AK*

NORTHERN NISHNAWBE EDUCATION

COUNCIL

CONSTITUTIONAL BY-LAWS

CONSTITUTIONAL BYLAWS OF THE NORTHERN  
NISHNAWBE EDUCATION COUNCIL

NAME

1. There shall be an Area Education Council representing the twenty-two (22) communities in the Sioux Lookout District as follows:

- |                     |                       |
|---------------------|-----------------------|
| 1. Angling Lake     | 12. Muskrat Dam       |
| 2. Bearskin Lake    | 13. North Spirit Lake |
| 3. Big Trout Lake   | 14. Osnaburgh         |
| 4. Cat Lake         | 15. Pikangikum        |
| 5. Deer Lake        | 16. Ponask Lake       |
| 6. Fort Severn      | 17. Poplar Hill       |
| 7. Kassabonika Lake | 18. Sachigo Lake      |
| 8. Kingfisher Lake  | 19. Sandy Lake        |
| 9. Lac Seul         | 20. Slate Falls       |
| 10. Long Dog Lake   | 21. Weagamow Lake     |
| 11. McDowell Lake   | 22. Wunnumun Lake     |

2. This organization shall be called Northern Nishnawbe Education Council.

3. The headquarters shall be established in Sioux Lookout.

EDUCATION AREAS

4. The Sioux Lookout District shall be further divided into three (3) Educational Areas as follows:

Keeshigow Area

Sagatay Area

Petahbun Area

- |                     |                  |                      |
|---------------------|------------------|----------------------|
| 1. Angling Lake     | 1. Bearskin Lake | 1. Deer Lake         |
| 2. Big Trout Lake   | 2. Cat Lake      | 2. North Spirit Lake |
| 3. Fort Severn      | 3. Lac Seul      | 3. Pikangikum        |
| 4. Kassabonika Lake | 4. Muskrat Dam   | 4. Poplar Hill       |
| 5. Kingfisher Lake  | 5. Osnaburgh     | 5. Sandy Lake        |
| 6. Wunnumun Lake    | 6. Ponask Lake   |                      |
|                     | 7. Sachigo Lake  |                      |
|                     | 8. Weagamow Lake |                      |

COMMUNITIES WITHOUT RESERVE OR BAND STATUS

4. a) Consideration shall be given for the involvement of the communities which lack Reserve or Band Status. They are:

- Keeshigow Area - Long Dog Lake
- Sagatay Area - Slate Falls
- Petahbun Area - McDowell Lake

b) These communities shall be involved in their respective areas for area and district-wide meetings.

- c. The representatives of these communities shall sit as members on the Board and shall have the same power as the Board of Directors.

Executive Committee of the Board of Directors

- 5. Each Education Area shall elect an Area Chairperson. The Area Chairperson and the Operations Manager shall be the Executive Committee of the Northern Nishnawbe Education Council.
- 6. The Area Chairperson shall:
  - a) Hire the Operations Manager who will manage the Northern Nishnawbe Education Council and its staff, programs and activities.
  - b) With the Operations Manager, hire and fire staff.
  - c) Attend meetings as deemed necessary by the Operations Manager or by any Area Chairperson or as requested by the Chiefs or the Local School Committee.
  - d) Recommend programs, policies and other activities that will achieve the overall goals and objectives of the Northern Nishnawbe Education Council.
  - e) In the hiring and firing of staff members, the Chiefs shall be notified by the Area Chairpersons for their recommendations.

OBJECTIVES AND FUNCTIONS

- 7. a) The overall function of the Northern Nishnawbe Education Council is to implement the policy paper "Indian Control of Indian Education" and its goals as follows:
  - (i) Develop an education program that will better meet the needs of the Native people served by the Northern Nishnawbe Education Council.
  - (ii) Develop programs that will make education more relevant and successful for the Native people served by the Northern Nishnawbe Education Council.
  - (iii) Assist in the development of the Local School Committees to become Education Authorities.
  - (iv) Ensure community involvement in education and in the development of a relevant and improved program.

.....page three

(v) Develop a curriculum guide relevant to the communities served by the Northern Nishnawbe Education Council.

b) As well, the Northern Nishnawbe Education Council shall do the following activities:

- administer its budget
- establish priorities
- evaluate and co-ordinate education programs, on and off reserve.
- determine the types of school facilities required to meet the local needs. e.g. day school, residence, group home, nursery, kindergarten, high school.
- determine and provide counselling services for students, staff and parents.
- develop adult education and upgrading programs in consultation with the Local School Committees and the Band Councils.
- negotiate agreements with provincial or separate school jurisdictions for the kind of services necessary for local requirements.
- assist in directing teacher hiring and curriculum development with special concern for Indian language and culture.
- act as a resource and liaison group for the communities served by the Northern Nishnawbe Education Council.

8. The work of the Northern Nishnawbe Education Council shall be carried on without purpose for gain for its members and any profits or accretions to the Education Council shall be used in promoting its objectives.

THE BOARD OF DIRECTORS

9. The affairs of the Northern Nishnawbe Education Council shall be directed by its Board of Directors.
10. The minimum age of the Board members shall be eighteen (18) years of age, and they shall be able to speak fluent Cree or Ojibway.
11. There shall be twenty-two (22) Directors, twelve (12) of whom shall constitute a quorum for the transactions of business at any meeting of the Board.
12. The Directors shall serve as such without remuneration and no Director shall directly receive a profit from his position as such, provided that a Director may be paid reasonable expenses incurred in the performance of his duties.

13. The Board of Directors shall:
- a) Approve all programs, policies and activities of the Northern Nishnawbe Education Council.
  - b) Be a representative body for the whole Sioux Look-out District and shall consult Band Councils, School Committees and other organizations or authorities and make recommendations to the District Superintendent.
  - c) Act as an advisory body to the local School Committees.
  - d) Act as liaison on behalf of the Indian people in the District with Boards of Education or other authorities whose schools Indian students are attending.
  - e) Make appointments of Indian representatives to District Boards of Education.
  - f) Assist in the evaluation and development of school curriculum material, staff and facilities for Indian students and any other matter for the educational and social development of the Indian people.

For the Purpose of Electing Board Members

14. Each of the nineteen local school committees shall name one of its members as Chairperson. This person shall be on the Board of Directors. Each of the communities, Band or Reserve Status, shall name a representative to sit on the Board of Directors. Each member of the Board of Directors shall represent his/her community and/or local school committee at the meetings of the Northern Nishnawbe Education Council.
15. Appointments as members to the Northern Nishnawbe Education Council Board of Directors shall remain in effect for two years or until a successor is appointed.
16. If a Board Member wishes to resign he should do so at a Board meeting. The resignation should be submitted, in writing, to the Chairman of the Board two weeks before the meeting.
17. If a Board member misses two consecutive meetings, without sufficient reason, then he forfeits his directorship.
18. If there is a vacancy on the Board, it is to be filled by a person appointed by the Band in the community

where the vacancy occurs. The person appointed by the Band will be the Chairman of the local school committee.

19. The Board shall meet three times a year, in Spring, Winter and Fall. Each Board member will be notified by the Operations Manager of the time and place of the meeting. However, whenever possible, the dates of the meeting should be established at the previous meeting.

Disposal of Funds

20. The Board will designate signing authority of all cheques issued by the Northern Nishnawbe Education Council to three persons, one of which must be the accountant, one the Operations Manager and one Board member. Authorized expenditures will require, at least two signatures.
21. The audit will be done once a year by a contracted firm.
22. The fiscal year will run from April 1 to March 31.

Voting Power

23. At any Board meeting each member present shall have one vote upon any question, and one vote at any election for the Area Chairman. The Chairman shall have a vote on all questions. In case of a tie vote the question shall be deemed to have been defeated.

STAFF MEMBERS

24. The staff members will be responsible for the implementation of the goals and objectives, policies and programs of the Northern Nishnawbe Education Council, or any directive as deemed by the Board of Directors.

Operations Manager

25. The Operations Manager will be responsible for the supervision of all staff members and the office.
26. The Operations Manager will make a full report of the Northern Nishnawbe Education Council's on-going activities to the Board at each meeting.
27. At the fall meeting the Board will authorize the Operations Manager to administer the funds of the Northern Nishnawbe Education Council in accordance with the approved budget of that fiscal year.

28. The Operations Manager shall be authorized to use up to \$ 500.00 for expenditures that cannot possibly wait for Board approval.

The Secretary/Accountant

29. The Accountant will be responsible for keeping a daily account of all monies received and spent by the Northern Nishnawbe Education Council.
30. The Secretary shall be responsible for doing stenographic work for the other staff of the Northern Nishnawbe Education Council, maintaining a filing system and taking minutes of the meetings that take place.
31. The Secretary will be responsible for administering a standing petty cash fund of \$ 100.00 to be renewed whenever it runs out.

Fieldworkers

32. The duties of the Fieldworkers shall include:
- a) promotion of a strong relationship between the local school committee and the Northern Nishnawbe Education Council.
  - b) assisting the Band Councils and local school committees to more fully understand their roles in education.
  - c) to provide information and act as a liaison between communities, the Northern Nishnawbe Education Council, government and other agencies involved in education.
  - d) to implement the goals and objectives of the Northern Nishnawbe Education Council.
  - e) to assist the local school committees acquire and distribute pertinent information relating to education, e.g. roles & functions of the school committee and school programs etc.
  - f) to assist the local school committees develop a more relevant education program.
33. The fieldworkers will report to the Operations Manager.

Other Positions

34. Other positions may be added, or these positions and duties modified, at the direction of the Board of Directors.

AMENDMENTS

35. Amendments to these by-laws may be passed at any Board meeting. If not on the Agenda for the Board meeting such amendments may be discussed under "Other Item to be Considered" but may not be voted on until the next Board meeting..

401/25-1-18  
JH

SOCIAL COUNSELLOR PROGRAM

- Qualifications
- 1) Minimum Grade 10 Education
  - 2) Desire and interest in working with High School and Elementary students.
  - 3) One course in Native Counselling Training Program
  - 4) Training or experience in any area of counselling would be an asset.
  - 5) Must have good rapport with people
  - 6) Ability to speak Cree or Ojibway would be an asset
  - 7) An awareness and understanding of the problems and needs of Native students, both on and off the reserve.
  - 8) An appreciation and understanding of Native culture and history would be an asset
  - 9) Experience in working with Native People or agencies dealing with Native people would be an asset
  - 10) An awareness of Indian Education and its problems and issues would be an asset.

JOB DESCRIPTION

- 1) To prepare and/or assist the Native students adjust socially and academically to a new environment.
- 2) To maintain liaison with the parents on the progress of the students.
- 3) To assist and educate the parents to deal with the education of their children.
- 4) To assist the school committees deal with the local issues and problems.
- 5) To assist the local school committees maintain liaison with the Band Councils.
- 6) To assist in initiating projects or programs that will meet local needs.
- 7) To act as resource people for the school committees.
- 8) To promote "Indian Control of Indian Education".

NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario P0V 2T0

401/25-1-18 

March 24, 1980

Gordon Mullin  
Regional Director of Education  
Dept. of Indian Affairs  
55 St. Claire Avenue, East  
Toronto, Ontario

RE: Appeal Board

Dear Mr. Mullin;

An Appeal Board for student complaints will be set up. It will consist of an Executive Committee member of the NNEC, depending on which community the student is from, the Chief or School Committee Chairman of the student's community and the principal of the school the student is attending.

This appeal process applies to non-federal and post-secondary students since we are administering programs geared only to those students. It will not apply to Adult Education or Community Services Program trainees. I hope that this is satisfactory.

Yours truly,



Richard Morris  
Operations Manager

RM:ra

NORTHERN NISHNAWBE EDUCATION COUNCIL

3 7 7 7 2 9

56 Front Street, Room 14

P.O. Box 1419

401/25-1-18 (E)

SIOUX LOOKOUT, Ontario POV 2T0

MAR 27 09 19 '80

March 24, 1980

Gordon Mullin  
Regional Director of Education  
Dept. of Indian Affairs,  
and Northern Development  
55 St. Claire Avenue East  
Toronto, Ontario

RE: Special Start-Up Costs

Dear Mr. Mullin;

It is my understanding that the 20% added on to the Administration costs as Special Startup costs are applicable only for the first year of operation according to the D-2 circulars. That is the maximum that is negotiable. It is also my understanding that the maximum negotiable amount is 15 % for the second year and 10% for the third year. After that there is no special start-up funds available in addition to the regular administration costs.

I understand these arrangements fully and they are satisfactory to me.

Yours truly,



Richard Morris  
Operations Manager

RM:ra

NORTHERN NISHNAWBE EDUCATION COUNCIL

56 Front Street, Room 14

P.O. Box 1419

SIOUX LOOKOUT, Ontario POV 2T0

3 7 7 6 9 2

401/25-1-18 (E)

MAR 27 08 32 '80

March 24, 1980

Mr. Gordon Mullin  
Regional Director of Education  
Dept. of Indian Affairs  
and Northern Development  
55 St. Claire Avenue East  
Toronto, Ontario

RE: Appeal Board

Dear Mr. Mullin;

An appeal board of student complaints will be set up. It will consist of the Executive Committee of the NNEC. At the moment, the following are the Executive Committee members;

- 1) Solomen Begg - Big Trout Lake  
Phone: Business (807) 537 -2265
- 2) Pardamus Anishinabie - Sandy Lake  
Phone Business (807) 774-5121  
774-3421  
Home: (807) 774-6461
- 3) Joseph Tait - Sachigo Lake  
Phone: Business: Via Thunder Bay Operator 27  
Home: Via Thunder Bay Operator 64

If you require further discussion on the matter, please do not hesitate to contact me.

Yours truly,

*Richard Morris*

Richard Morris  
Operations Manager

RM:ra



Indian and  
Northern Affairs

Affaires indiennes  
et du Nord

3 7 5 5 6 0

Tel: 807-737-2800

P.O. Box 369  
Sioux Lookout, Ontario  
POV 2T0

February 29, 1980

MAR 7 09 30 '80

G. Mullin  
Director of Education  
Regional Office

Your file Votre référence

401/25-1-18

Our file Notre référence

494/25-13-1

Re: North Caribou Lake BCR 201/80

Attached are copies of North Caribou Lake BCR 201/80 supporting the position of the NNEC.

For your information & chronological ordering.

Yours truly

Mac Hall  
Dist. Supt. of Education

MH/lfs

enc.

COPY OF RESOLUTION PLACED  
ON RESOLUTION BINDER *gjm/CR*

Indian and Northern Affairs Affaires indiennes et du Nord

**BAND COUNCIL RESOLUTION  
RÉSOLUTION DE CONSEIL DE BANDE**

Chronological No. - Numéro consécutif <b>201 / 80</b> <span style="float: right;">5</span>
File Reference - N° de réf. du dossier <b>494 / 25-13-1</b>

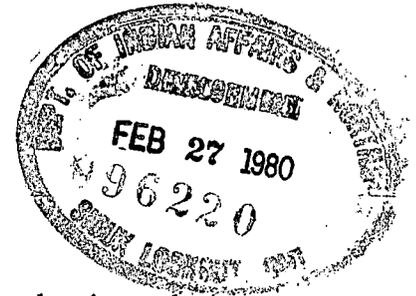
NOTE: The words "From our Band Funds" "Capital" or "Revenue", which ever is the case, must appear in all resolutions requesting expenditures from Band Funds  
NOTA: Les mots "des fonds de notre bande" "Capital" ou "revenu" selon le cas doivent paraître dans toutes les résolutions portant sur des dépenses à même les fonds des bandes

THE COUNCIL OF THE <b>LE CONSEIL DE LA BANDE INDIENNE</b>	<b>NORTH CARIBOU LAKE BAND</b>	Current Capital Balance <i>Solde de capital</i>	\$ _____
AGENCY DISTRICT	<b>SIOUX LOOKOUT</b>	Committed - Engagé	\$ _____
PROVINCE	<b>ONTARIO</b>	Current Revenue balance <i>Solde de revenu</i>	\$ _____
PLACE <i>NOM DE L'ENDROIT</i>	<b>WEAGAMOW LAKE</b>	Committed - Engagé	\$ _____
DATE	<b>20 February AD 19 80</b>		
	<i>DAY - JOUR MONTH - MOIS YEAR - ANNÉE</i>		

DO HEREBY RESOLVE:  
DÉCIDE, PAR LES PRÉSENTES:

Whereas, we the Chief and Council of the North Caribou Lake Band agree with the principles of Indian Control of Indian Education, and  
Whereas, the Northern Nishnawbe Education Council was established as an area education authority to implement the principles of Indian Control of Indian Education,  
Be it resolved that, the Department of Indian and Northern Affairs transfer to the Northern Nishnawbe Education Council the following program:

- 1) Group Home Program
- 2) Counselling Program
- 3) Tuition (Non-Federal Schools)
- 4) Room and Board Program
- 5) Transportation of Students
- 6) Adult Education Program & Post-Secondary Program
- 7) Curriculum Enrichment



Be it further resolved that this authority will be on an on-going basis and any changes to add programs would be the subject of a supplementary B.C.R. to the original and any requests to reduce authority, and the Band Councils understand the implications of the reduction of authority, will be subject to eighteen (18) months notification.

A quorum for this Band  
*Pour cette bande le quorum est*  
consists of  
*fixé à*  
Council Members  
*Membres du Conseil*

Further, that any additional programs will be subject to normal Departmental guidelines or models on transfer of programs to Bands.

Finally, that the transfer of programs from the Northern Nishnawbe Education Council shall be to the Department of Indian and Northern Affairs.

<i>[Signature]</i> (Councillor - conseiller)	<i>[Signature]</i> (Chief - Chef)	<b>JAMES KAKEKAYASH</b> (Councillor - conseiller)
<i>[Signature]</i> (Councillor - conseiller)	<b>JOSEPH ROEISH</b> (Councillor - conseiller)	..... (Councillor - conseiller)
<i>[Signature]</i> (Councillor - conseiller)	..... (Councillor - conseiller)	..... (Councillor - conseiller)
..... (Councillor - conseiller)	..... (Councillor - conseiller)	..... (Councillor - conseiller)

FOR DEPARTMENTAL USE ONLY - RÉSERVÉ AU MINISTÈRE					
1. Band Fund Code <i>Code du compte de bande</i>	2. COMPUTER BALANCES - SOLDES D'ORDINATEUR		3. Expenditure <i>Dépenses</i>	4. Authority - Autorité Indian Act Sec <i>Art. de la Loi sur les Indiens</i>	5. Source of Funds <i>Source des fonds</i> <input type="checkbox"/> Capital <input type="checkbox"/> Revenue <i>Revenu</i>
	A. Capital	B. Revenue - Revenu			
\$ _____	\$ _____	\$ _____			
6. Recommended - <i>Recommandable</i>			Approved - <i>Approuvable</i>		
..... Date			..... Date		
..... Recommending Officer - <i>Recommandé par</i>			..... Approving Officer - <i>Approuvé par</i>		

Indian and Northern Affairs / Affaires indiennes et du Nord

**BAND COUNCIL RESOLUTION  
RÉSOLUTION DE CONSEIL DE BANDE**

Chronological No. - Numéro consécutif <b>201 / 80</b>
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THE COUNCIL OF THE <b>LE CONSEIL DE LA BANDE INDIENNE</b>	<b>NORTH CARIBOU LAKE BAND</b>	Current Capital Balance <i>Solde de capital</i>	\$ _____
AGENCY DISTRICT	<b>SIOUX LOOKOUT</b>	Committed - Engagé	\$ _____
PROVINCE	<b>ONTARIO</b>	Current Revenue balance <i>Salde de revenu</i>	\$ _____
PLACE NOM DE L'ENDROIT	<b>WEAGAMOW LAKE</b>	Committed - Engagé	\$ _____
DATE	<b>20 February AD 19 80</b> DAY - JOUR MONTH - MOIS YEAR - ANNEE	<b>CERTIFIED TRUE COPY</b>	

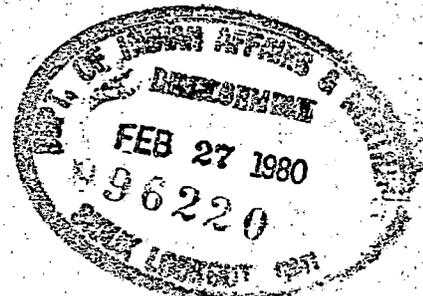
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Be it further resolved that this authority will be on an on-going basis and any changes to add programs would be the subject of a supplementary B.C.R. to the original and any requests to reduce authority, and the Band Councils understand the implications of the reduction of authority, will be subject to eighteen (18) months notification.

A quorum for this Band  
Pour cette bande le quorum est  
consists of  
fixé à  
Council Members  
Membres du Conseil

Further, that any additional programs will be subject to normal Departmental guidelines or models on transfer of programs to Bands.

Finally, that the transfer of programs from the Northern Nishnawbe Education Council shall be to the Department of Indian and Northern Affairs

\_\_\_\_\_  
(Councillor - conseiller)  
**Joseph Oeish**  
(Councillor - conseiller)  
**Saul Kest**  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)

ORIGINAL SIGNED BY  
**Joseph Oeish**  
(Chief - Chef)  
\_\_\_\_\_  
(Councillor - conseiller)  
**JOSEPH OEISH**  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)

**JAMES KAKEKAYASH**  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)  
\_\_\_\_\_  
(Councillor - conseiller)

FOR DEPARTMENTAL USE ONLY - RÉSERVÉ AU MINISTÈRE					
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	A. Capital	B. Revenue			
	\$ _____	\$ _____	\$ _____		
6. Recommended - Recommandable			Approved - Approuvable		
Date _____ Recommending Officer - Recommandé par _____			Date _____ Approving Officer - Approuvé par _____		



Government of Canada / Gouvernement du Canada

MEMORANDUM

NOTE DE SERVICE

TO A → Supervisor  
Central Registry

FROM DE John Donnelly,  
Education Section.

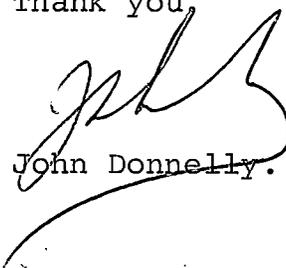
SECURITY - CLASSIFICATION - DE SÉCURITÉ
OUR FILE/NOTRE RÉFÉRENCE
YOUR FILE/VOTRE RÉFÉRENCE
DATE March 17, 1980

SUBJECT OBJET FILE DESIGNATION

Would you please open a new file specifically for correspondence relative to the Northern Nishnawbe Education Council. The first piece of correspondence should be #375560 which is presently on file 494/25-1 which is to be placed on the new file under 401/.25-1-18

Would you please advise me as to the designated number as soon as possible.

Thank you,



John Donnelly.

*Handwritten note:*  
 Macdonald  
 m/c/c  
 18/3/80

A. Lalonde  
185-7-0091