

**FIRST PEOPLES EDUCATION COUNCIL**  
**School District No. 74 (Gold Trail)**  
**TERMS OF REFERENCE**



**MISSION STATEMENT**

*The First Peoples Education Council is dedicated to success for Indigenous learners in School District No. 74 (Gold Trail).*

**MANDATE**

*The First Peoples Education Council represents Indigenous communities and has authority to provide direction in partnership with School District No. 74 on educational programs and services for Indigenous learners.*

*Gold Trail recognizes and is respectful that it lies on the territory of the Nlaka'pamux, St'át'imc and Secwepemc people.*

## **Formation of the First Peoples Education Council**

In 1999, representatives of Band communities and School District No. 74 (Gold Trail) agreed to the formation of a First Peoples Education Council. The mandate of the council is:

1. to provide informed consent to the Board of Education regarding expenditures of targeted Indigenous education funding;
2. to provide the Indigenous and Métis within the district with a strong, unified voice on educational matters affecting Indigenous learners; and
3. to advocate for educational success for our children.

It was agreed that the Council would have three Co-Chairs representing the three nations.

### **Purpose**

The purpose of the First Peoples Education Council of School District No. 74 (Gold Trail), through the authority vested in it by members of Indigenous communities and the Board of Education is to improve the life choices, opportunities for success and overall achievement of Indigenous learners.

1. Make decisions regarding targeted funding that affect Indigenous students and Indigenous education programs, resources and services to enhance student achievement;
2. Ensure that the rich histories of the Indigenous peoples of School District No. 74 are respected and honoured;
3. Work to fulfill the goals of the Enhancement Agreement; and,
4. Be a strong voice for Indigenous learners, parents, Elders and staff in the decision making processes within School District No. 74 (Gold Trail).

### **Goals**

Goals will be reviewed annually at the May meeting by First Peoples Education Council to ensure effectiveness.

1. Work towards achieving the goals of the Enhancement Agreement:
  - a. review the Enhancement Agreement Annual Report data
2. Encourage and promote the increase of Indigenous staff at all levels in School District No. 74.
3. Continue to enhance recruitment strategies for Indigenous education staff.
4. Continue FPECs involvement in school district hiring processes in all positions:
  - a. FPEC members to participate in the interviewing process; and,
  - b. FPEC members involvement in the development and review of employment criteria;

5. Continue development of Indigenous language, culture and curricula:
  - a. promote and encourage language curriculum;
  - b. promote and encourage professional development for language teachers; and,
  - c. promote and encourage review of the IRP and scope and sequence.
6. Increase Band representation and participation, including Elders and students
  - a. invite an Elder/parent/caregiver role at the FPEC table; to be determined by host community

### **Structure of the First Peoples Education Council**

The structure of the Council includes:

- ◇ Band Representatives (19)
  - ◇ An elected or appointed representative - voting
  - ◇ Alternate - voting
- ◇ Thompson Okanagan Métis Nation (1) voting
- ◇ Lillooet Friendship Centre Society (1) voting
- ◇ School District Trustees (1) voting
  - ◇ An elected or appointed representative - voting
  - ◇ Alternate - voting
- ◇ Elders/caregivers (unrestricted) non-voting
- ◇ Students (unrestricted) non-voting
- ◇ FPEC Executive Assistant (non-voting)
- ◇ District Principal of Aboriginal Education (non-voting)
- ◇ School District Secretary-Treasurer, as required (non-voting)

The ultimate goal of Council is to have all Bands/ Indigenous Communities, Métis and off-reserve representatives within School District No. 74 participating in First Peoples Education Council. These are:

**Secwepmec:**

Bonaparte Indian Band\*  
High Bar First Nation  
Skeetchestn Indian Band  
Stswecem'c Xgat'tem First Nation\*  
Whispering Pines/Clinton Indian Band\*

**Nlaka'pamux:**

Ashcroft Indian Band  
Cook's Ferry Band\*  
Kanaka Bar Band  
Lytton First Nation\*  
Nicomen Indian Band  
Oregon Jack Creek Band  
Siska Indian Band\*  
Skuppah Indian Band

**St'át'imc:**

Sekw'el'was  
T'it'q'et\*  
Tsal'alh  
Ts'kw'aylaxw\*  
Xaxli'p\*  
Xwisten\*

**And:**

Lillooet Friendship Centre Society  
Thompson Okanagan Métis Association

\*indicates bands who have submitted a B.C.R. or letter of appointment.

**NOTE: FPEC must be in possession of a BCR for representatives to have voting privileges.**

## **Membership**

- Bands or organizations appoint representatives who have the authority to make decisions.
- Representatives and an alternate are appointed through a BCR or a letter with an authorized signature.

### **Voting members:**

Band representative and/or a named alternate – 1 vote per community  
One appointed trustee from School District No. 74 – 1 vote  
Lillooet Friendship Centre – 1 vote  
Thompson Okanagan Métis Association – 1 vote

### **Non voting members:**

Superintendent, School District No. 74 (Gold Trail)  
Student Representatives, 1 per secondary school  
Elder(s)  
Visitors  
FPEC Executive Assistant  
District Principal: Aboriginal Education  
Secretary Treasurer

## **Meetings:**

1. FPEC meetings will be held in October, December, February, April and May on the third Wednesday of the month.
2. FPEC working group meetings will be in October, December, February, April and May on the second Wednesday of the month, or as required to achieve positive results.
3. Meetings will be hosted alternating between the three Nations and organizations.
4. Three voting Band members at the meetings represent quorum for decision making.
5. Decisions will be acquired through consensus whenever possible.
6. In the absence of consensus, a vote may be held.
7. Meetings will be conducted utilizing the Roberts Rules of Order if needed.

## **ROLES AND RESPONSIBILITIES:**

### **Chairperson:**

Three Co-Chairs representing the three nations will be elected at the regularly held meeting in October of each year through nomination and/or election.

Responsibilities of Chairperson:

1. Conduct meetings in a manner that is consistent with the mission statement.
2. Remain impartial unless to break a tie vote.
3. Be the spokesperson for the FPEC.
4. Be the co-signatory for all external political correspondence of FPEC.
5. Be a participant of the working group.
6. Encourage FPEC members to become involved in the working group.
7. Facilitate a good working relationship within FPEC and with school district administration.

### **First Peoples Education Council Members**

FPEC members must take responsibility for their participation and decision making on behalf of the community they represent.

Responsibilities of Council members:

1. Communicate with home communities the work of FPEC.
2. Establish goals and objectives.
3. Promote communication between the Board of Education and Indigenous communities.
4. Participate on the Working Group as required by FPEC.
5. Attend all meetings of FPEC or, if unavailable, ensure an alternate attends.

### **Working Group**

A Working Group comprised of any or all members of FPEC, will be established to carry out the work of FPEC as required. Working Group will make recommendations to Council on actions to be taken to ensure that the goals and objectives set by Council are carried out. Working Group will be facilitated by the District Principal of Aboriginal Education.

Responsibility of the facilitator:

1. Report recommendations to FPEC for action or approval.
2. Call additional meetings as required.
3. Ensure expertise is available specific to items being discussed.

Responsibility of members:

1. Refer to Working Group Terms of Reference

## **Role of the District Principal of Aboriginal Education:**

- Will carry out the necessary leadership, management and administrative duties associated with supporting the roles of FPEC and Working Group.
- Support achieving the goals of the Enhancement Agreement.
- Report directly to FPEC and will be responsive to the needs of Working Group
- Is the principal liaison between Indigenous organizations and School District No. 74 (Gold Trail)
- Implement council decisions.
- Make recommendations to council.
- Evaluate programs that are approved by council.
- Do research to ensure that council makes informed decisions.
- Facilitate meetings by:
  - assisting the Chairperson(s) with agenda preparation
  - providing materials required for council
  - working with resource people to present at meetings
  - confirming meeting facilities are taken care of, and
  - ensuring a minute taker will be present for meetings.
- Track issues and concerns that will have an impact on Indigenous students.
- Update new members as required.

## **Conflict of Interest:**

1. FPEC representatives will identify and declare any interest they have which could have an influence on their objectivity when making decisions.
  - All school district employees must disclose their position before making any related decisions
2. FPEC representatives will withdraw from making decisions on matters which can benefit them or their family. The term family encompasses the following: spouse, children, parent, siblings and in-laws.

Adopted: 08 October 2008, Lillooet, BC

Revised: 20 January 2010, Lillooet, BC: to change quarterly meeting from January to February

Revised: 01 June 2011, Spences Bridge, BC: Goals and quorum

Revised: 06 June 2012, to include an additional meeting in December

Revised: 05 June 2013, Lytton, BC: Goals and meeting schedule

Revised: 18 June 2014, Cache Creek, BC: Goals, meeting schedule, terminology

Revised: 20 May 2015, Xaxl'ip, BC: Goals, Structure of FPEC, Meetings, Responsibilities of Chairperson, Council members and District Principal of Aboriginal Education

Revised: 18 May 2016, Lytton, BC: Goals, Membership, Rolls and Responsibilities of Chairperson, Conflict of Interest