

Group: Career Services-Education Month/Year of Report: October, 2014

Executive Director: Diane Kelley Phone: 453-5628 Email: dkelley@cherokee.org

I. Budget Highlights – Please refer to Monthly Financial Report

None

II. Program Highlights

a. Balanced Scorecard Measures

	<i>September</i>	<i>YTD</i>	<i>Goal</i>	<i>% of Goal</i>
<i>GED Completions</i> – includes individuals completing and receiving a GED or High School Diploma from Talking Leaves Job Corps and Career Literacy.	11	183	250	73.20%
<i>Training Completions</i> – includes individuals receiving a nationally-recognized certification, credential, or degree while enrolled in one of 11 different vocational training programs.	54	520	450	115.56%
<i>Employment Completions</i> – includes individuals who completed a Work Experience or TERO OJT assignment.	21	591	300	197.00%
<i>Unsubsidized Placement</i> – includes all individuals who entered unsubsidized employment (they got a job!) while enrolled in one of 15 different programs, both employment and vocational.	66	1,019	500	203.80%
<i>Retention</i> – includes individuals who were retained in their unsubsidized employment through assistance from a Career Services Program.	21	205	200	102.50%
<i>Job Readiness Training</i> – includes individuals who completed the Life/Employment Skills Training.	35	368	250	147.20%
<i>WorkKey Credentialing</i> – includes individuals who received a bronze, silver, gold, or platinum WorkKeys credential.	8	156	500	31.20%
<i>Job Bank</i> – includes the number of new individuals entering the TERO Job Bank.	21	248	500	49.60%
<i>Indian Owned Businesses</i> – includes the number of businesses newly certified as an Indian Owned	16	139	100	139.00%

Business.				
<i>Job Fairs</i> – includes the number of Job Fairs held by Career Services.	1	9	15	60.00%
<i>Community Service Projects</i> – this is the number of Community Service Projects completed by youth, both through the Summer Youth Employment Program and Talking Leaves Job Corps.	5	64	50	128.00%

b. Accomplishments

1. Career Services Staff attended Life Skills classes in order to be able to adequately describe it to participants.
2. Twenty-nine staff attended a three-day training on Motivational Interviewing.
3. Talking Leaves Job Corps students participated in a blood drive with the American Blood Institute.
4. The Talking Leaves Job Corps electrical class is continuing their volunteer work with Habitat for Humanity.
5. The Talking Leaves Job Corps CCMA class assisted the Center Wellness staff with the administration of the flu vaccination clinic.
6. The Talking Leaves Job Corps culinary class catered an event at the Cherokee Heritage Center to welcome visitors from Israel.
7. The Adult Education/Career Literacy program held a GED reception for GED graduates. Thirty-three of the 37 graduates attended and each received a \$300 incentive. There were a total of 102 guests.
8. The Vocational Rehabilitation staff attended a Vendor Showcase at the University of Phoenix.

c. Initiatives

1. Additional staff training in Rapid Attachment to Employment will be held the first week of November.

College Resource Center

Activity

# of Fall 2014 scholarship awards	3,430 (1,865 Pell, 1,243 NonPell, 322 Grad) 29 UKB (Pell eligible only)
# of Promise students for Fall 2014	68 (51 NSU, 17 RSU)
# of Fall 2014 concurrent applications to date	206 (37 Juniors, 169 Seniors)
New Directed Studies students Fall 2014	3 (1 MD, 1 Dental, 1 Masters of Social Work)

Accomplishments:

1. Filled 2 vacancies – 1 Scholarship Advisor; 1 College Resource Specialist
2. Fall 2014 funding complete, correcting school changes

Outreach & Presentations:

- 9/15 Pryor HS
- 9/19- 9/21 At-large Meeting - Texas
- 9/22 Hard Rock Benefits Fair
- 9/23 Keys HS
- 9/24 Sequoyah County Counselor Meeting
- 9/25 Vinita Counselor Meeting
- 9/29 Watts HS
- 10/2 Jay Community Resource Fair
- 10/5-10/7 Cherokee NC Remember the Removal Bike Ride Meeting
- 10/8 TOT Conference Remember the Removal Bike Ride
- 10/9 Owasso HS College Fair

Future Plans:

1. Fill staffing vacancy– Manager
2. Review online scholarship application and database, plan for 2014-15 application process
3. Explore technologies allowing staff to accept applications via tablet devices
4. Reminders to students of upcoming deadlines
5. Scheduling of outreach and technical assistance sessions following release of 2015-16 application
6. Update program literature

Upcoming deadlines:

1. Renewal for Spring 2015 scholarship – January 9, 2015 (*submit documents via email to advisor in PDF*)
 - a. Self Help Form
 - b. Transcript with Fall 14 grades

2. Concurrent Enrollment Scholarship – Spring 2015
 - a. Deadline: February 6, 2015
 - b. Paper application, schedule, letter from school official, most recent high school transcript (NEW students)
 - c. Self help form, schedule, college transcript with Fall 14 grades (current students)

3. Valedictorian & Salutatorian Scholarship (school year 2014-15)
 - a. Deadline: April 4, 2015
 - b. Paper application, letter from school, W-9 form, transcript

JOM/Co-Partner Program

Activity	October 2014		YTD
	JOM	Special Projects	Total
# of students on JOM program	21,927	-	21,927
# of schools participating	67	-	69
# of communities participating	5	-	5
# of Special Events	3	6	9
# of schools participating	48	27	56
# participants students/adults	3/36	732/84	735/120
# of school staff participating	67	101	168
# contractors participating	-	6	6

ACCOMPLISHMENTS:

JOM:

1. JOM Applications: Approved- 44; Processing- 28
2. Financial Report Training: September 18 – 48 Schools; 62 school personnel
3. IEC Meeting Attendance: Lowrey: 6 participants
4. IEC Election Monitoring: 4 Schools with a total of 33 participants
 - a. Oct 9-Collinsville: 7 participants
 - b. Oct 13-Dewey: 5 participants
 - c. Oct 14-Muldrow: 14 participants
 - d. Oct 15-Tulsa: 7 participants

Special Projects:

1. September 24-26: Cherokee Teacher Enrichment Orientation: 5 schools - 8 participants
2. September 29: Cherokee Teacher Enrichment Graduation: 7 schools – 12 participants
3. September 29: Cherokee Language Methods for Teachers Graduation: 8 schools – 14 participants
4. October 2-3: Ancient Cherokee Days: Special Projects paid registrations for 12 schools for 650 students; 55 school staff; 30 adults
5. October 7: Cherokee Language Bowl (Grades K-2): 5 Schools - 40 students; 8 school staff; 23 parents
6. October 9-10: Cherokee Teacher Enrichment: 5 schools – 8 participants

FUTURE PLANS/NEW INITIATIVES:

JOM:

1. Continue Approving 2014-15 JOM Applications.
2. 2015 OKJOM Conference Planning Meeting Conference Call 10/23/14
3. Indian Education Committee Elections Month of October

Special Projects:

1. October 21: Cherokee Language Bowl (Grades 6-8) – 14 teams

2. October 22: Cherokee Language Bowl (Grades 3-5) – 30 teams
3. October 23-24: Cherokee Language Methods for Teachers
4. October 28: Cherokee Language Bowl (Grades 9-12) – 12 teams
5. November 3-7: Cherokee Cultural Enrichment in Schools at Colcord
6. November 6-7: Cherokee Language Methods for Teachers
7. November 10-14: Cherokee Cultural Enrichment in Schools at Keys
8. November 13-14: Cherokee Teacher Enrichment
9. November 18-22: Kids World in Tulsa

Community Language Programs

Activity	September/October	YTD
# of off-site presentations	2	7
# of participants-Outreach	14	389
# of on-site classes	0	13
# of participants in on-line class	950	3384

Accomplishments:

1. Scheduled the Community Language Classes that will begin in October and run through December.
2. Lula Elk taught a sewing and quilting class at the Murrell Home and volunteered for Stickball Games during CN Holiday.
3. Ed Fields Online Cherokee Classes Started September 8
4. Continued development of supplementary curriculum material for community language program which includes how to form simple sentence structure and verb conjugation
5. Provided translation assistance to the Translation Department
6. Provided translation and curriculum assistance to Contract Community Language Instructors
7. Prepared copies of the Cherokee See Say Write books for more Cherokee Language Community Class instructors
8. Mailed out Cherokee Cultural packets to prisoners
9. Sarah Hawk held a Shawnee Class and met with Don Greenfeather and Mary Mead about attending Cultural Dances in October.
10. Assisted with Microsoft Case Study Cherokee Language documentary

Future Plans/New Initiatives:

1. Continue offering Employee Cherokee Language Immersion Courses onsite at Cherokee Nation complex as well as offsite at several CN clinics and other facilities
2. Start Cherokee language basket weaving class by Lula Elk that combines language learning with activity based concepts.

Language Technology

Accomplishments:

1. Revamped the Cherokee Language Instagram project to post photos with Cherokee Language captions
2. Began production of the next Activity Book for Cherokee First

3. Transcribed the Book of Haggai into syllabary from a document received from the Perkins School of Theology in Texas
4. Presentation for the Russian Ambassadors from the Global Alliance group
5. Web conference with Linguists from Mango to begin the Cherokee Language App project
6. Cherokee Technology was featured in the September/October issue of Native Peoples magazine
7. Continue translation and consistency checks with Microsoft Office
8. Continue translation and consistency checks with Microsoft Windows
9. Continue translation and consistency checks with Google
10. Created voter registration card in Cherokee for Government Relations
11. Worked with contractor Michael Everson working on finalizing Cherokee fonts and upper/lower casing keyboard layouts

Future Plans/New Initiatives

1. Record Cherokee speakers for the Mango Language App
2. Further discuss and develop a Cherokee Language Verb Conjugation App with University of New Mexico linguistics dept.
3. Continue to create instructional videos on how to use various technologies in the Cherokee language
4. Continue to maintain the Cherokee Language section on the Cherokee.org website which will offer language materials, information, and documents for public download

Translation

Activity	September/October	YTD
# of internal requests completed	14,614	126,246
# of external requests completed	46	6,741
# tested for Certification/Proficiency	1-Proficiency 0-Cerification	17-Proficiency 1-Cerification

Accomplishments:

1. Cherokee Translation Program was featured in the September/October issue of Native Peoples magazine
2. Continue second round of proofing of Cherokee New Testament: *spelling, red lettering, punctuation, etc.*
3. Durbin Feeling is teaching a Cherokee Literature course at NSU for the fall semester.
4. Hosted the Cherokee Language Consortium meeting in August in Tahlequah.
5. Hosted September Speakers Bureau meeting
6. Set up accounts for Cherokee Translators to access the Mango language learning software to prepare for Cherokee language app development
7. John Ross was a featured speaker about Cherokee language at the Gilcrease's grand opening of the Helmerich Center for Research
8. The Translators were given a special tour of the Gilcrease's Cherokee language materials and Chief John Ross papers by Dr. Duane King, director of the Helmerich Center
9. John Ross participated on a panel at NSU's Intercultural Exchange conference
10. Translators were interviewed for Microsoft's Case Study Video on the Cherokee language
11. Continue working closely with Language Technology to work on updates on Microsoft and Google translation projects.
12. Collaboration with Language Technology on the translation of Gilcrease archival materials.

13. Gathering of Cherokee language documentation for research.
14. Coordinated and attended September Cherokee Speakers Bureau meeting.
15. Continue recording and translating videos for the Let's Talk Cherokee video series with Communications.

Future Plans/New Initiatives:

1. Next Speaker's Bureau Meeting October 2014 at the Community Ballroom.
2. Finalize Community Language translated content for new curriculum materials
3. Digitize all of the Translation Office's files

Sequoyah Schools

Activity	Sept/October	YTD
Student GPA	3.42	3.42
ADA	96.58	96.92
EOI Pass Rate	75% (winter 2012 test administration) 73% (spring 2013 test administration) 73% (winter 2013 test administration – note: US History results not received yet)	74% (2012-2013 school year)
ACT Average	18.90 (avg of October 2013 ACT tests) 18.27 (avg of December 2013 ACT tests) 17.74 (avg of February 2014 ACT tests) 20.0 (avg of June 2014 ACT tests)	19.57 (avg of highest scores for all current students)

Accomplishments:

- We just finished our first semester of this school year. Report cards will be mailed October 17.
- The Pride of Sequoyah Band competed in the OSSAA State Marching Contest on 10-14 and received a rating of 2 (excellent).
- The Lady Indians Fastpitch Softball team were Regional Champions and have advanced to the state tournament. The tournament finals will be held October 16 in Shawnee.

Future Plans/New Initiatives:

- We are looking at purchasing Smartboard software to help with curriculum.
- There will be no school on October 16 and 17 due to fall break.
- The Student Council is planning a blood drive on November 7.
- We will be hosting a Think Pink football game on October 24. During the game all senior who participated in fall sports will be recognized.

Head Start

Activity	September	YTD
# of students enrolled	210 EHS 680 Head Start	680 HS 210 EHS
# of classrooms/sites	63 classrooms 23 sites	63 classrooms 23 sites
# of parent meetings conducted	4 Conducted	22 Conducted
# of site visits by HS/ECU staff	68 Site Visits	153 Conducted
# of PD hours completed	.5 hours offered	52.5 hours offered
Credit Card Expenditures - Travel	\$-0-	\$28,513.56

Child Adult Care Food Program (CACFP) Monthly Meal Counts and Reimbursement

September

Breakfast 5452	Lunch 5621	Snack 5455
Total Food Cost – \$		Reimbursement – \$31,447.07

Accomplishments:

- 1) Four staff received a Child Development Associate certificate or renewal this month which qualifies them for the career ladder.
- 2) Four ECU staff were invited to participate in a panel discussion with CECPD training provider in Norman.
- 3) The 11th class for the ECU Leadership Academy began in Oct with 10 participants from various positions.
- 4) Verna Thompson was re-elected as Treasurer of the Oklahoma Indian Head Start Director's Association.

Future Plans/New Initiatives:

- 1) The quarterly advisory meeting for the Health Advisory Board will be held on October 23, 2014 and the Child and Family in Partnership Advisory Board is scheduled for October 9, 2014.
- 2) The Office of Head Start hosts the Oklahoma Training for the Data Boot Camp in Norman, OK on October 8-10, 2014. Six administrative staff will attend.
- 3) The University of Colorado will be in Tahlequah the week of Oct 7-10, 2014 to interview more parents for the Toxic Stress research from the Tahlequah and Salina sites.

Heritage Center

Accomplishments/News:

- Voted in the Top Three for Best Native American Experience by the Reader's Choice USA Today Nationwide Poll
- Held an Advanced Pottery Class on 10/4/2014 which was taught by Councilor Victoria Mitchell Vazquez
- Served as a host site for the Association for Living History, Farms, and Agricultural Museums Annual Meeting and Conference
- Established a memorial bench and tree planting in memorial of Timothy Mooney
- Held a successful Ancient Cherokee Days event on October 2 & 3
- Hired Cherokee citizen Matt Anderson to work through February part-time in the Hands-On Exhibit as a demonstrator. The position is temporary and is funded through grant funding..
- Hired Cherokee citizen Lisa Rutherford to serve as a demonstrator of 1890's period Cherokee Arts in Adam's Corner from October 20 through November 10 part-time. The position is grant funded.

Upcoming Dates:

- October 25, 2014 **Seven Star Gala**, Hard Rock Hotel and Casino, Catoosa

	Events and Offsite Services # of Attendees		Visitors To Museum & Diligwa	Volunteer Hours
	Off site	Onsite		
January	477	20	612	222
February	651	17	401	327
March	334	1081	3,594	1053
April	1761	380	2520	352.5
May	2889	335	4498	451.5
June	602	90	5649	815.45
July	488	75	6511	451.35
August	276	85	15247	369.95
September	100	34	2589	248
October				
November				
December				
	7578	2117		

		9695	41,621	4,291
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Visitors from: 92 Countries

46 States

Education Liaison-Program Liaison

	Month-October 2014	YTD
# of participants		
-TYC	17	
-Miss Cherokee	1	
-Outreach	Thousands	
# of Cherokee participants		
-TYC-	17	
-Miss Cherokee	1	
-Outreach		
# of Non-Cherokee participants		

Partners: (TYC, Miss Cherokee, Outreach)

1. CN Behavioral Health
2. CCO (Cherokee Cultural Outreach)

Accomplishments:

1. Ongoing, answering various inquiries regarding Education Services via email, phone, Facebook, etc.
2. Assisting with Language Programs Projects
3. Create and maintain a monthly Education Services Calendar
4. Assist various programs with editing documents, and continue to do so
5. Assist as needed and coordinate Public Relations efforts for Education Services with the Communications Department
6. Manage Miss Cherokee budget. Coordinate monthly Miss Cherokee Committee meetings and Miss Cherokee activities. Also serve as Chaperone for Miss Cherokee as needed.
7. Coordinates Miss Cherokee Committee with Jr. Miss Cherokee and Little Cherokee Ambassadors to streamline policy and procedures for consistency.
8. Coordinates booth workers and materials for the Education Services Booth during Cherokee Nation Community Meetings (Chaperone Miss Cherokee at several of the meetings.)
 - a. Attended the Community Meeting on September 18, held at Pryor
 - b. Attended the Community Meeting on September 30, held at Sallisaw
9. Coordinate Education Services Booth at the for Photo ID Events
10. Traveled with Robert Lewis, Sunday Plumb Miss Cherokee 2014-15, Chelbie Turtle Jr. Miss Cherokee 2014-15, to Cherokee, NC. We participated in the Cherokee Indian Fair, judged their competitions for Little Miss Cherokee, Jr. Miss Cherokee and Teen Miss Cherokee. Robert did storytelling during the competitions.

11. Celebrated the 25th Anniversary of the establishment of the Cherokee Nation Tribal Youth Council with a Proclamation Read by Principal Chief Bill John Baker, on October 13, 2014.
12. Held an inauguration for 17 new Tribal Youth Council members for a one-year term for 2014-15.

Future Plans/New Initiatives:

1. Develop New Promotional Materials for Education services and programs as needed.
2. CN Community Meetings/Events to set up Education Services Booth with materials and workers, as needed.
 - October 20, Muskogee
 - October 21, Tahlequah
 - October 24, Kansas
 - October 30, Lost City
 - November 24, Locust Grove
4. Monitors future travel for Miss Cherokee with Miss Cherokee Committee approval. The Miss Cherokee Committee has oversight of Miss Cherokee, Jr. Miss Cherokee and Little Cherokee Ambassadors Policy and Procedures.
5. Photo ID Events

EDUCATION COMMITTEE REPORT

SEQUOYAH SCHOOLS

NOVEMBER 2014

SEQUOYAH SCHOOLS

- Sequoyah High School observed Red Ribbon Week, October 27-31, with dress up days to recognize the importance of saying “No” to drugs.
- Katie Phillips and Bailey Ratliff signing ceremony to play softball at Northeastern State University scheduled for November 12 at noon.
- Lady Indian softball team participated in the OSSAA State Fast Pitch Tournament and finished in the final four as State Semi –Finalist.
- Sequoyah Schools held a College and Career Fair October 22 with 36 tables of colleges and career technology centers represented.
- Sequoyah Academic Team will participate in OSSAA Regional Academic in Kansas, Oklahoma on November 15.
- Sequoyah Schools recognize and celebrate Native American Heritage Month for the month of November.
- SHS Students will enjoy a field trip to Bacone College November 6 in observance of Native American Month to observe or participate in a world record attempt of having the world’s largest Traditional Native American Round Dance.
- Sequoyah Schools will be closed November 11 in observance of Veteran’s Day.
- Sequoyah Schools will be closed November 24-28 for Thanksgiving Break.

IMMERSION CHARTER SCHOOL

- Cherokee Immersion Students will also attend the November 6 event at Bacone College.

PROJECT UPDATE

- Traffic Light installed, landscaping and function of light near completion. Asphalt and lane stripping is complete.

REPORT ON ACADEMICS AND ACTIVITIES- Marcus Crittenden, Sequoyah Schools Athletic/Activity Director.