

Group: Career Services- Education/Training Month/Year of Report: December 2010

Group Leader: 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

Activity	November	YTD	Goal	% of Goal
GED Completions	27	69	250	28%
Training Completions	46	86	450	19%
Employment Completions	2	36	300	12%
Unsubsidized Placement	86	147	500	29%
Retention	26	53	200	27%
Job Readiness Training	10	23	500	5%
WorkKey Credentialing	85	153	500	31%
Job Bank	135	321	1,000	32%
Indian Owned Businesses	50	96	100	96%
Major Cherokee Employers	0	0	50	0%
Job Fairs	1	1	15	7%
Community Service	8	13	50	26%

Balanced Scorecard measures for the previous month will be available the 15th of each month.

b. Accomplishments

1. NACTEP had one student receive the Master’s Microsoft Specialist Certification.

2. Talking Leaves Academic Manager, Ramona Holt and Residential Advisor Ruth Settlemyre will be the County event Chairs for Relay for Life. Talking Leaves has become a major event participant in the last seven years.
- c.** **Initiatives** (*Brief on future plans/any new initiatives – briefing on any issues of interest to leadership, if applicable. List with bullets, not narrative*).
1. Career Services is developing “One Stop Resource Shop’s” in all of the field offices. These resource shops will assist our participants with their social, educational, and employment needs.

CHEROKEE NATION ~ CO-PARTNER PROGRAM
EDUCATION SERVICES ~ DIRECTOR'S MONTHLY REPORT

Group: **Co-Partner Program** Month/Year of Report: **December 2010**

Group Leader: **Melanie Knight** Phone: **453-5705** E-mail: **Shelley Allen-Butler**

I. Budget: Please refer to the monthly financials submitted by the Treasurer/Financial Resources.

II. Program Highlights

a. Balanced Scorecard Measures

JOBS: *Number of Cherokee speakers and artists who participated in program activities. (5)*

- Cherokee Law Institute – 2
- Cherokee Cultural Enrichment in Schools – 1
- Cherokee Teacher Enrichment Institute - 2

COMMUNITY: *Number of parents who attended workshops, training, or cultural competitions. (39)*

- Cherokee Law Institute – 0
- Cherokee Cultural Enrichment in Schools – 2
- JOM 101 held at Collinsville PS: 18 parents
- JOM 101 held at Peavine PS: 17 parents
- Cherokee Teacher Enrichment Institute: 1 parent and 1 grandparent

COMMUNITY: *Number of schools who participate in JOM cultural enrichment programs. (17)*

- Cherokee Law Institute – 5 (Catoosa, Gore, Jay, Sequoyah –CL, Vian)
- Cherokee Teacher Enrichment Institute- 12: Bacone, Catoosa, Collinsville, Ft. Gibson, Ketchum, Keys, Maryetta, Peavine, Sequoyah HS, Stilwell, Tahlequah, CN CDC

LANGUAGE: *Number of students who participate in language, history, culture, & leadership programs. (164)*

- Cherokee Law Institute - 16
- Cherokee Cultural Enrichment in Schools: 148 (Stilwell)

LANGUAGE: *Number of teachers who participate in Cherokee cultural enrichment workshops. (28)*

- Cherokee Law Institute: 4 (Catoosa, Jay, Vian, Sequoyah Claremore)
- Cherokee Cultural Enrichment in Schools: 11 (Stilwell)
- Cherokee Teacher Enrichment Institute: 9 teachers + 4 para-professionals + 2 parents

b. Program Accomplishments

- Cherokee Teacher Enrichment Institute: 3rd training session (12 hours)
- Cherokee Law Institute: Orientation
- Cherokee Cultural Enrichment in Schools: Presentation
- Four Worlds Curriculum Project: Planning
- Cherokee Lifeways Curriculum: Review/Planning

Okla. Council on Indian Education Conference: 2 staff presented 2 workshops Dec. 8, 2010.

c. Program Partnerships for December 2010

- Cherokee Law Institute: Cherokee Heritage Center; Attorney General's Office; Education Services
- Cherokee Lifeways Curriculum: Learn & Serve
- Cherokee Teacher Enrichment: Translation
- Oklahoma Council on Indian Education: Presenters
- CN Tribal Council – History

d. Program Initiatives for January 2011

- 2011 OKJOM Art Competition judging: January 6, 2011
- Four Worlds Curriculum Project: January 3-7, 2011
- Cherokee Law Institute: January 11
- JOM 101: January 13, 2011 ~ Porum School
- JOM 101: January 20, 2011 ~ Brushy School
- Cherokee Cultural Enrichment in Schools: Kenwood (January 10-14); Skelly (January 17-21)

CHEROKEE NATION TRIBAL COUNCIL

EDUCATION & CULTURE COMMITTEE REPORT

Group:

Tsalagi Cultural Center

Month/Year of Report:

November 2010

Group Leader:

Bill Andoe

Phone:

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E-mail:

bill-andoe@cherokee.org

I. Budget Highlights

- a.) See Education Budget Report

II. Program Highlights: Cultural Resource Center

a.) Balanced Scorecard Measures

1. Beginning level language classes offered in a minimum of 20 communities for a 10-week period.
2. Conduct a minimum of 10 cemetery surveys as requested by communities:
3. Cherokee 1, 2, and 3 Online language classes are provided 3 times each year
4. Conduct monthly language immersion classes for employees.
5. Development of Language Assessments for fourth grade immersion students
6. Provide supervision for the Reclaiming Futures' Cultural Specialist
7. Provide language and cultural support to other programs.

b.) Accomplishments

1. Ten Fall 2010 community language classes have been completed. (See Attached List) 43 participants with five classes reporting.
2. The 14th employee immersion class was held with 11 employees attending the class.
3. Healing-to-Wellness' Reclaiming Futures project – No report to date, however, Joe Ward has made tremendous strides with this partnership program with Health.
4. The Chief's grave markers are completed.
5. Shawnee –Transcribed 3 Shawnee language class recordings arranged and took minutes of the September 30 meeting.
6. 5 cultural packets mailed. Copied 30 History Books (105,160 pages); 30 See-say-write books Copied 7 See, Say, Write CDs, 4 inmate letters, 13 Language certificates
7. Enrollment for the Online language classes N/A at this time.

c.) Future Plans/New Initiatives

1. Continue Development of a Cultural Site – Seek funding sources for this project
2. Continue the development of a language mentor-apprentice program.
3. Develop and implement a continuous immersion class for Immersion parents.

**CHEROKEE NATION TRIBAL COUNCIL
EDUCATION & CULTURE COMMITTEE REPORT**

Group:	Translation	Month/Year of Report	December 15 , 2010	Anna Sixkiller
Group Leader:	Melanie Knight	Phone:	457-8173	Email: annasixkiller@cherokee.org

I. Budget Highlights

II. Program Highlights

a.) Balanced Scorecard Measures

b.)

- 2 meetings this month, one with Cherokee Nation consortium group inviting Eastern group to the CN in February 2011; we will begin to translate stories on our own and will share the translated words; attended regular monthly meeting of Speakers Bureau with attendance of approximately 100 people, attended Greasy community (John, David) helped them translate 12 words.
- Translated 8 phrases, words and sentences for individuals and signage for Three Rivers Clinic.
- Translated for different times Marketing; once for Immersion, once for Braggs Public school , 2 different people from Communication, once for Education Department Christmas card, 13 phrases for a poster for CN Voc. Rehabilitation, 3 different Holiday phrases Bonneville Elementary in Ft. Smith AK. Also for a coach in Salina Schools, College Resource Center and Marketing Department.
- Durbin meet with Joseph for Google terms and attended Cathryn Berger-Kaye Service Learning Conference.
- Phyllis Edwards translated 2 Immersion Booklets.
- Translated a recipe for Donated foods (Roasted Autumn Vegetables).
- Translation Department made the final selection of the Unicode Cherokee Font
- Met with Brad Anderson-Montgomery and Margaret Raymond about Cherokee Electronic Dictionary Project.
- Trip to Gilcrease Museum in Tulsa to review old documents, book written in Cherokee will be digitized.
- Translation Department was invited to the Heritage Center for survey of the tour which we took in August. It was all in the Cherokee Language and our thoughts to continue the tour in the language.
- I have started translating the book "Building One Fire".
- Also doing some work for Springfield-Greene County Library District translating old Cherokee written document into English.
- I attended the recognition of all the National Treasures.
- Tele-conferencing with the Eastern Band of Cherokees.
- No Certification testing this month.
- No Proficiency testing as well.

c.) Future Plans/New Initiatives

- Continuation of the Dictionary with Brad Anderson-Montgomery.
- Translating articles with the Phoenix Newspaper.
- Continuation word list of the Speakers Bureau monthly meeting and the consortium group.
- Continuation working with Joseph Erb and Roy Boney translating words for website.

CHEROKEE NATION TRIBAL COUNCIL

EDUCATION & CULTURE COMMITTEE REPORT

Group: Education/College Resources **Month/Year of Report:** Gregg Simmons
December 2010

Group Leader: Melanie Knight **Phone:** 453-5705 **E-mail:** Melanie-knight@cherokee.org

I. Budget Highlights

Fall applications have been awarded:

Undergraduate	2564
Graduate	216
Directed Studies	15
Nursing	20

II. Program Highlights

a.) Balanced Scorecard Measures

1. **SCHOOL/COMMUNITY Outreach:** OSU Cherokee Student Meet and Greet, District 3 Community Meeting, Muskogee High School, Vinita JOM Parents, Sequoyah County Counselors' Association, Grove High School, Oologah College Fair
2. **FUNDING UPDATE – FALL 2010:** Final Scholarship Upload was conducted on October 7.
3. **PROGRAM GRADUATES – THROUGH SUMMER 2010:** Undergraduate = 59 Graduate = 6
Doctorate = 3

b.) Accomplishments

1. All Cherokee Promise applicants (110) have been awarded a \$2,000 HIED Scholarship.
2. The Educational Emergency Assistance Program application/information has been removed from the website since funding has been eliminated for this specific program.

c.) Future Plans/New Initiatives

College Resource Center staff will begin working on a brochure to include but not limited to: info on the scholarship program, tips for high school and college students student success stories, FAFSA info, etc.

Future plans to provide in depth advisement opportunities (news releases/workshops/seminars/website) to those students entering college for the first time on “how, when, and what to prepare when starting college”.

The College Resource Center and Career Services are partnering once again to hold Resource Fairs within the Cherokee Nation service areas at selected sites to share the resources that each of our programs have to offer Cherokee citizens. The first Resource Fair is tentatively scheduled for early spring 2011.

Plans are still on-going to go paperless in the College Resource Center who will allow for less manual data entry and more options for online completion and submission of student scholarship applications.

The College Resource Center staff will soon begin working on the 2011-2012 undergraduate, graduate and directed studies scholarship applications to have them ready for public disbursement early spring 2011.

CHEROKEE NATION TRIBAL COUNCIL EDUCATION & CULTURE COMMITTEE REPORT

3 Finalizing the beta testing for iPad



4. Working on Cherokee Bible app. For iPhone and iPad.

5. Talking with Google about future project in Cherokee.

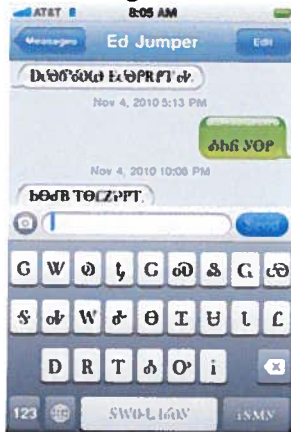
6. Developing Knowledge of Google's OS for the Android for Cherokee on other cell phone operating systems.

7. Spoke and taught at Sequoyah high school's Cherokee class about the Apple computers.

8. Localization Continues on Facebook.



9. Working on Text Messaging language Teaching for the community Teaching.



c.) Future Plans/New Initiatives

1. Place all Curriculum on website for Immersion staff for easy download.

2. Doing more articles for GWY wikipedia

CHEROKEE NATION TRIBAL COUNCIL

EDUCATION & CULTURE COMMITTEE REPORT

3. Develop a Cherokee language video game and application for the iPhone and iPad for the Immersion program.

4. Working on getting Cherokee on Windows

CHEROKEE NATION TRIBAL COUNCIL

EDUCATION & CULTURE COMMITTEE REPORT

Group:

Education

Month/Year of Report:

December 2010

Group Leader: Melanie Knight

Phone:
Ext. 5727

E-mail:

Verna-thompson@cherokee.org

I. Budget Highlights

- a.) Please refer to the monthly financials submitted by the Treasurer/Financial Resources.

II. Program Highlights

a.) Balanced Scorecard Measures

1. The balanced scorecard estimates have been met for this quarter.

b.) Accomplishments

1. The 17th Annual Early Childhood conference was held on November 22 – 24, 2010.
2. The Early Childhood Unit conducted training with all staff on December 10, 2010.
3. Completed upgrade on impact material on Kenwood and Salina Playgrounds.
4. MAT training conducted on December 14, 2010.
5. Training on ECHO Hearing Machine was conducted in December.

c.) Future Plans/New Initiatives

1. CLASS Certification training will be held in January 2011.
2. 6 staff members to attend the National Head Start Association Leadership Institute Training on January 24 – 27, 2011 in Washington, DC.
3. The Oklahoma Indian Head Start Director's will host a Cluster Training in January 2011.

Group: Leadership Services/Employee Development

Month/Year of Report: December 2010

Group Leader: Todd Enlow Phone: 918-453-5644

Email: todd-enlow@cherokee.org

I. Budget Highlights

II. Program Highlights

a. Balanced Scorecard Measures

b. Accomplishments

During the month of December, we celebrated the 20,000th person trained since the beginning of the Passport Program. (began April 1, 2001)

Core Passport Classes		
Title	Monthly Totals	YTD Totals
Interpersonal Skills	17	151
Creative Problem Solving	11	116
CN Policies & Procedures	11	290
Sexual Harassment	10	137
Workplace Violence Prevention	11	267
Gadugi: Working Together	9	256
Cherokee History	14	210
Workplace Safety*	56	506
TOTALS	139	1933
Core Passport Completions	6	143
Other		
New Hire Orientation	33	590
Coaching One-on-One	5	15
Conducting An Internal Investigation	12	57
Frontline Leadership	17	22
Supervisor Basic Training	10	48

(*Course taught by Management Resources/Risk Management)

History/Culture	
Title	# Attended
History Tour – Winter Solstice, Spiro Oklahoma	30

c. Initiatives

- Project 212: Kenwood Community Building
- Employee meetings: last meeting, December 21, 2010/SHS
- Onboarding Project: completed
- Employee Engagement: completed (19 Groups/1393 Total)
- Online leadership classes: now available (15 participants)
- Leadership Library: now available (8 books out)

Group: Leadership Services/Leadership/I Believe

Month/Year of Report: December 2010

Group Leader: Todd Enlow Phone: 918-453-5644

Email: todd-enlow@cherokce.org

III. Budget Highlights

IV. Program Highlights

a. Balanced Scorecard Measures

b. Accomplishments

I Believe Programs			
Date and Location of Event	Students Totals	Adults Total	Total Number
12/2/2010 Kenwood School	25	4	29
12/2/2010 Spavinaw School	75	8	83
12/6/2010 Sooner Start Christmas Party	120	50	170
12/9/2010 Bluejacket School	150	7	157
12/9/2010 White Oak School	15	3	18
12/15/2010 Cherokee Elem School	250	5	255
Totals	635	77	712
			N/A
			N/A
			N/A
			N/A

c. Initiatives

- 1/5/2011, IHS Center in Tulsa
- Programs with Cancer Dept on 1/6/2011 & 1/20/2011

Group: Cherokee National Youth Choir

Month/Year of Report: December 2010

Group Leader: Todd Enlow Phone: 918-453-5644

Email: todd-enlow@cherokee.org

V. Budget Highlights

VI. Program Highlights

a. Balanced Scorecard Measures

b. Accomplishments

EVENT-7	Participants	CD sales or Honorarium
Christmas Concert @TCC with Tulsa Symphony 12-3 and 4	30	
Christmas concert in Wagoner for Public	25	\$800.00
Tyio Baptist Christmas concert	15	
Tahlequah city library Christmas concert	30	
Christmas Party and dinner for choir students and families	30	
Cultural Day	15	

CD Sales-businesses	2017.94
CD Sales-personal	80.00
Honorariums and donations	135.00

c. Initiatives

- 21 auditions scheduled for January 4 and 6, 2011
- Handbooks completed for all new choir members
- Songs being translated for new CD
- "Comfort and Joy" Songbooks completed and ready for sales
- 4th songbook in process for production
- Marketing
- Mandatory meeting for all members scheduled-signing of new contracts
- Retreat scheduled for new choir January 21 and 22
- Small group to Muskogee Tony Goetz school for performance
- Ambassador Dinner scheduled
- First Choir performance of the year at Webbers Falls-Assembly of God Church for Public

Group: Leadership Services/District Children's Choirs **Month/Year of Report:** December 2010

Group Leader: Todd Enlow **Phone:** 918-453-5644

Email: todd-enlow@cherokee.org

VII. Budget Highlights

VIII. Program Highlights

a. Balanced Scorecard Measures

b. Accomplishments

Event	Number of Participants	
Tulsa/Rogers/Washington Counties – 1 st and 3 rd Tuesday 6:00pm – RCCA Building, Taiwah	6	
Immersion – 1 st and 3 rd Monday – 4:00 to 5:00pm-Immersion School, Tahlequah	6	
Cherokee/Wagoner County - 2 nd and 4 th Monday 6:00pm – TsaLaGi Community Room	7	
Sequoyah County - 2 nd and 4 th Monday 6:00pm – Redbird Smith Health Center	1	
Muskogee County - 1 st and 3 rd Monday 6:00pm – Three Rivers Health Center, Muskogee	1	
Delaware County – 2 nd and 4 th Monday 6:30pm – Brush Creek Baptist Church, Jay	1	
Mayes County – 1 st and 3 rd Monday 6:30pm – Ballou Baptist Church, Locust Grove	3	
Craig/Nowata Counties – 2 nd and 4 th Tuesday 6:00pm – Buffington Heights Community Room, Vinita	3	
Adair County – Vanessa John is new director and will begin in mid January due to death in family.	0	

c. Initiatives

- **Vinita – 2 rehearsals scheduled**
- **Claremore – 2 rehearsals scheduled**
- **Immersion – 2 rehearsals scheduled**

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- **Tahlequah – 2 rehearsals scheduled**
 - **Muskogee – 2 rehearsals scheduled**
 - **Sallisaw – 2 rehearsals scheduled**
 - **Locust Grove – 2 rehearsals scheduled**
 - **Jay – 2 rehearsals scheduled**
 - **Stilwell – 2 rehearsals scheduled**

Group: Leadership Services/Youth Leadership Council

Month/Year of Report: December 2010

Group Leader: Todd Enlow Phone: 918-453-5644

Email: todd-enlow@cherokee.org

I. Budget Highlights

II. Program Highlights

a. Balanced Scorecard Measures

b. Accomplishments

Swearing In Ceremony

The youth leadership council was sworn in on January 8, 2011 at a ceremony in the Tribal Council Chambers at 10:00 a.m., by Justice Troy Wayne Poteete. Speakers at the event were, Principal Chief, Chad Smith; Speaker of the Council, Meredith Frailey; Group Leader, Todd Enlow. Also in attendance was Councilwoman, Dr. Julia Coats. Councilman Bill John Baker dropped by to meet the council at the beginning of the event.

Name	District	County
Laurin Keen	1	Cherokee
Dylan Tucker	1	Cherokee
Sarah Paden	2	Adair
Tera Comingdeer	2	Delaware
Kirby Williams	2	Delaware
Bethaney Epps	3	Muskogee
Summer Locust	3	Sequoyah
Courtney Backward	4	Mayes
Kendall Horton	4	Mayes
Garrett Reed	4	Mayes
Eric Budder	5	Rogers
Noah Collins	5	Rogers
Dillon Wallis	5	Rogers
Savannah Gissendaner	At-Large	Tulsa

The council assisted with the VEX robotics event at Sequoyah Schools and the coordinators of the event expressed their appreciation and for a job well done. They adapted to the task and quickly worked to make the event flow ahead of schedule.

2010 Cultural Crafts Workshop (12/29) – the CNYLC gathered with the other ambassadors of the leadership program and made over 100 baskets and over 100 corn husk dolls for the “Night with the Ambassadors” event in January.

We conducted the first of the parliamentary procedure workshop with an additional workshop to be held at the retreat this month.

The Leadership Retreat will be held on January 21-22, 2011 and camp Tulakogee.

An etiquette class will be provided to all the ambassadors at the day of and just before the “Night with the Ambassadors”.

The Youth Leadership Council selected Laurin Keen and Garrett Reed, both of Locust Grove, Oklahoma, to represent the youth council at the Unity Mid-Year Conference in Arlington, VA. On February 9-13, the two youth accompanied by Suzanne Drywater and Patrick Hill will attend the event where the youth will serve as the voting representatives for the Cherokee Nation delegation of the Unity Council. They will be planning the Annual Unity Conference that will be held in June/July of this year. We hope to take all the council to the annual conference.

c. Initiatives

The CNYLC will be voting on their theme for this year at their next business meeting.