

**Education Committee  
Career Services  
June 2021 Monthly Report  
Diane Kelley, Executive Director**

**Alternative Education, Career Skills, and Testing Report**

Adult Education reported the highest month total of GED graduates this year, and is pacing 'pre-pandemic' averages. The total number of active clients utilizing the Alternative Education Program's AZTEC online GED assistance platform continues to be above 200.

COVID-19 precautions have again limited the amount of time our Career Skills staff have with the Summer Youth Employment Program (SYEP) participants, so CSEC staff are shifting focus to working with clients that have identified employment barriers. The CSEC staff is also working with our Business Technology Program to supplement the materials presented, identify curriculum gaps, and assist building more employability skills into the Business Tech Program.

Testing Services continues to monitor the progress of utilizing online TABE assessments in Tahlequah offices, and once the process is efficient, a training and implementation period will be set for other Career Services locations.

***Upcoming Program Initiatives***

The Alternative Education Program is continuing to develop recruitment strategies to increase our GED/HSE services to areas and populations that have been underrepresented; currently, our program is forming a partnership with our Tribal TANF program and WIC program to create an '*Honoring Mothers*' program that incentivizes Cherokee Mothers that do not have a high school education to obtain their GED.

Our *GED Graduation Event* will be condensed due to COVID-19 precautions to include a meet and greet with teachers, an individualized diploma presentation, and a photo session for cap and gown pictures.

Our department is currently assisting with the creation of an *ADSAC Course (DUI School)* that is tentatively scheduled to begin late summer/early fall; the class will focus initially on addressing the barrier of license revocation for our work program participants. The department is also communicating with Career Services Administration to identify strategies to assist program participants with obtaining background documents needed to gain employment.

***GED/HSE Testing Rates***

- GED® / HiSET® Graduates:
  - Month GED Graduate Total: 9
  - Fiscal Year To Date Total: 25
  - HiSet Paper Testing: 0
  - Online GED Test: 9

- Individual Testing Results (By Subject):
  - Science: 4 Pass, 4 Fail
  - Social Studies: 4 Pass, 2 Fail
  - Math: 9 Pass, 3 Fail
  - Writing (RTLA): 1 Pass, 0 Fail
  - Reading: 6 Pass, 1 Fail

***Participant AZTEC Usage***

- Total Active AZTEC clients: 227
- Adult Education Participant Totals:
  - Total time: 369.25 hours
  - Learning Objectives: 227.75 hours
  - Drill and Quiz times: 64.0 hours
  - Exam times: 77.5 hours
- Career Skills Participant Totals:
  - Total time: 2.75 hours
  - Learning times: 2.75 hours
  - Drilling & quizzing times: 0.0 hours
  - Exam times: 0.0

***Career Skills Staff Contacts***

- 3 Career Skills Classes: 8 completions

***Resume Preparation***

- Resumes completed for Career Services clients and other referrals: 18

***Contacts/Completions***

Career Skill Classes	8
Specialized	18
Resumes	18
Math Tutor & GED Services	<u>10</u>
<b>Total Completions</b>	<b>54</b>

***Specialized Classes/Training/Workshops Administered***

- **Confidentiality Training** – Career Skills staff implemented a participant training that focused on handling confidential materials and maintaining client confidentiality in work environments that deal with protected information.
  - 5 individuals

***Other Services***

- Two students completed GED Intake
- Two individuals took TABE assessments
- Five individual received information or application assistance with RRR Registration for Technology, Food Distribution and Resource Information

### **Testing Services**

<b>Pearson VUE</b>	<b>Tests Administered</b>
Tahlequah	100
Pryor	96
Stilwell	33
Sallisaw	0
<b>HiSET</b>	
Pryor	1
Tahlequah	5
<b>MOS</b>	
Tahlequah	12

**Total Tests Administered: 247**

### **Talking Leaves Job Corps**

Talking Leaves has begun Virtual Enrollment and will be starting our third cohort. Students are working and we look forward to them arriving on Center.

The Center is continued with our Evening/Weekend program which features; Driver's Education, GED, High School, Reading, Math and Directed Studies.

Students continue to perform well in High School, Math, Reading and GED along with their vocational trades.

Talking Leaves continues to provide vocational training.

Classes offered include:

- Building Construction Maintenance and Electrical Wiring
- Certified Clinical Medical Assistant/NHA
- Certified Nursing Assistant with Phlebotomy
- Culinary Arts, Office Administration

Students in good standing are eligible to attend Advanced Vocational Training at no cost to themselves. Currently we have a student in San Francisco at Advanced Culinary Training who is doing very well.

### **Vocational Rehabilitation**

Cherokee Nation Vocational Rehabilitation (CNVR) program applied for a no-cost extension, due to having an excess balance that will not be spent by the end of the 5-year grant. Our request is for an extension through the end of this calendar year;

CNVR has sent the COVID-19 Vaccination form to all of our active consumers and are waiting to hear back from them.

We are processing new applications but summer is historically slow for CNVR  
All else is business as usual

## **Vocational Training**

### ***Business Tech***

- Four students received MOS 2016 Certifications
  - Access: 2
  - Outlook: 1
  - Word Expert: 1
- One Business Tech Practicum student hired full-time
  - Jr. Payments Consultant, 360 Payments in Owasso
- Seven students expected Business Tech Career Skills Training on 6/28/2021
- Gadugi Portal Assistance
  - Business Tech students have been on assignment helping Cherokee Citizens get signed up on the Gadugi Portal since June 7, 2021.
  - Table set up at
    - Cherokee Nation Complex, Tahlequah
    - Sequoyah High School Old Gym (Tribal Registration temporary site)
  - Total number assisted as of June 24, 2021: 12,000

### ***Surg Tech***

- Four Surg Tech students will begin clinicals on July 12, 2021 in area hospitals and surgery center located in Arkansas and Oklahoma
  - Hulbert: 1
  - Stilwell: 1
  - Tahlequah: 2
- Five Surg Tech students completed clinicals, set to take certification tests on June 28, 2021 and Graduate from the training program on June 29, 2021
  - Stilwell: 2
  - Tahlequah: 2
  - Westville: 1

### ***RN Scholarship Program***

- Ten Graduates in May 2021
- Twelve new students selected for the RN Scholarship Program for Fall 2021
  - Carl Albert State College: 2
  - Connors State College: 8
  - Northeastern Oklahoma A&M: 2
- Four Graduating Nursing Students will begin the RN Residency Program on June 28, 2021 at Hastings Hospital:
- Three Graduating Nursing Students are working PRN at Hastings Hospital with potential for Full-Time positions
  - ICU: 1
  - ER: 2



# CAREER READINESS ACT

## Trainings



### **Career Readiness Act Program:**

#### ***High Voltage Lineman Training Program***

##### Lineman Class 3

- Currently in the last 8 weeks of classroom training
- Will complete the Lineman Program at the end of July 2021

##### Lineman Class 4

- Currently out on 8 week paid internship from June 7 to July 30
- Will complete the Lineman Program at the end of September 2021

##### Lineman Class 5 & 6 Information (Tentative)

- We are now accepting Applications for our Lineman Program (12-15 per class)
- Estimated Start Dates
  - Class 5
    - August 16<sup>th</sup>                      Lineman Class CDL Training
    - October 5<sup>th</sup>                        Lineman Class Training
  - Class 6
    - October 18<sup>th</sup>                     Lineman Class CDL Training
    - November 29<sup>th</sup>                  Lineman Class Training

#### ***Fiber Technician Training Program***

We have seven companies that we are currently in partnership with to provide internships and employment upon completion of the program.

##### Fiber Technician Class 2

- Our 8 Fiber Tech Students are currently out on a paid internship with the following companies
  - Ervin Cable Construction, LLC
  - Rose Ranch Construction
  - Superior

##### Fiber Technician Class 3

- Started June 7<sup>th</sup> and will run through September 9<sup>th</sup>
- Total of 9 students
  - Adair County: 4
  - Cherokee County: 1
  - Craig County: 1
  - Muskogee County: 1
  - Sequoyah County: 2

***Medical Assistant Class***

We will have our second Medical Assistant Class completing in June. Graduation will be Thursday, July 1, 2021 at 6:30 pm in the Seminar Center at ICTC in Tahlequah. They will take their certification test on July 8<sup>th</sup>.

***Cherokee Clients entering in other Vocational Training Programs during the month of June:***

- CDL Trainings
  - Cherokee County, Arbuckle Truck Driving School: 1
  - Cherokee County, HMTI: 3
  - Wagoner County, Indian Capital Technology Center/HMTI: 1
- Dental Assistance
  - Mayes County, Oklahoma Dental Foundation: 1
  - Sequoyah County, Oklahoma Dental Foundation: 1
- Security/CLEET Trainings
  - Adair County, COPS Phase I-IV
- HVAC Training
  - Ottawa County: 1
  - Rogers County: 2

### College Resource Center

**School Year 2021-22 Applications Received as of June 15<sup>th</sup>. Deadline was June 15, 2021 at 11:59pm CST:**

- 5,638 Total Applications received
  - 371 Concurrent
  - 4,556 Undergraduate
  - 711 Graduate
  - 36 Wait Listed – Students who applied after the June 15, 2021 deadline

### Outreach & Presentations:

Gen Z Leadership Program.

- 4,605 estimated attendee's
- This webinar series was an alternative for community service for scholarship recipients for Spring 2021.
- Emails being sent out weekly to contacts and students regarding scholarships and other opportunities such as outside scholarships and internships.
- May 28, 2021 - NSU Recruitment Meeting with Jan-Michael Goingsnake

### Spring 2021 Stole Report:

The Cherokee Nation College Resource Center rewards students striving to complete continuing education goals and academic success.

- Associate – 45
- Bachelors – 248
- Masters – 49
- Doctorate – 23
- Faculty – 6

Students on Cherokee Nation Scholarship Programs receiving stoles – 243

Students not on Cherokee Nation Scholarship Programs receiving stoles – 122

❖ Total: 365

### Future Plans:

- Concurrent Enrollment, UG, Grad deadline is June 15, 2021 at 11:59pm CST
- Continuation of processing of Fall 2021 application review, notification of award/denial, and funding to schools
- Planning of Annual Cherokee Nation College & Career Fair (Tahlequah Area) – October 2021
- Planning of Annual Cherokee Nation College & Career Fair (Vinita Area) – October 2021
- Scheduling visits to public schools for school year 2021-22

### Cultural Outreach

Outreach Activities 1,067

May Contacts; YTD 6,433

### Accomplishments:

- 1) May is typically a busy month for outreach activities. Several activities were cultural days when JOM, Archery and the Cultural Resource team joined to serve a large number of school. Outreach continues to be in person and virtually.
- 2) Speaker at the Oklahoma Leadership group about Cherokee on May 10.
- 3) Assisting with the Remember the Removal bike ride.
- 4) Writing curriculum for the latest Cherokee history book with help with JOM.
- 5) Assisting with a biweekly cultural program for the military volunteers onsite to build veteran homes.
- 6) Access to the Cherokee Heritage Center chapel and other buildings has been closed.

**Future Events**

- 1) 12 scheduled outreach events including Siloam Springs Heritage event coming up.
- 2) June 21 Meet with Becky Switzer (Barry Switzer's wife) spoke about Cherokee clothing.
- 3) June 23 Sequoyah High School anniversary planning team.
- 4) June 30 Internal Review2 Board (IRB) meeting with Sohail Khan

**Head Start**

Activity	May	YTD
# of classrooms/sites	69 classrooms 21 sites	69 classrooms 21 sites
# of site visits by HS/ECU staff	158 Site Visits	350 Conducted
# of PD hours completed	17.5 hours offered	65.25 hours offered

**May - CACFP**

Breakfast 2,474	Lunch 2,386	Snack 2,326
Total Food Cost - \$21,534.34		Reimbursement - \$15,868.24

**Accomplishments:**

- 1) The Senior staff of the ECU is participating in a series of webinars hosted by the Office of Head Start, scheduled through August 2021. They are focusing on bringing all children back for full comprehensive services by September 2021. The series will include enrollment, finance, staffing and mental health. The new policy regarding a two-hour mental health break is very much appreciated and will serve the faculty well during these trying times.
- 2) The ECU will implement a retention plan in June 2021 that is designed to curb the attrition rate in hopes of recruiting staff wanting to make the field of early childhood a career. In addition to the recruitment efforts, two work groups have been tasked to plan and schedule activities addressing physical and mental health and morale boosting events.
- 3) The ECU submitted three applications in May 2021: the 5-year base application, Cost of Living Allowance, Covid-19 supplements.
- 4) Various standing committees convene annually to review, revise or update the required documents that provide guidance on the comprehensive services. So pleased that all documents are completed and going through the approval process. This is a major milestone completed a month ahead of schedule.

Future Initiatives:

- 1) Plans are going according to plan for the annual pre-service training for Early Head Start and Head Start, this year will be virtual.
- 2) Efforts are ongoing to meet full enrollment and recruitment of staff to meet ratio in all the classrooms. Currently, a record high of vacancies is prompting creative ways of recruiting and retention.
- 3) Staff will attend the National Indian Head Start Directors Association conference. Again, the national theme is to get all children back to in person attendance and be fully enrolled. This conference is virtual as well.
- 4) The maintenance crew is devoting the summer to upgrading the playgrounds with new pieces or rearranging equipment. The children will be pleasantly surprised.

**JOM/ Johnson O'Malley Program**

Activity    June 14, 2021    YTD

	JOM	YTD Total
# of students on program	24,764 (6/17/2021)	24,764

**JOM-**

**Accomplishments:**

- 1) Submitting school reimbursement claims/ Budget Revisions for 2020-2021.
  - a) Claims for Bluejacket, Central, Colcord, Grandview, Locust Grove, Porum, Roland, Tenkiller, Tulsa, Vian, Zion, Fairland, Inola, Oolagah and Warner.
  - b) Budget Revisions for Bluejacket, Copan, Foyil, Keys, Locust Grove, Maryetta, Gore, Collinsville, Ketchum and Porum
- 2) Technical Assistance – Braggs, Peavine, Sequoyah/Claremore, Afton, Foyil, Pryor, Warner, Brushy, Tulsa, Porum, Central, ans, Colcord, Sallisaw and Roland
- 3) JOM 2021-2022 Child Count Submitted to BIE with total count of 25,594 (includes potential served)
- 4) JOM Program monitoring via Webex:
- 5) 5/19/21 Dahlongegah, 5/21/21 Grove, as well as, Warner, Sallisaw, Foyil and Colcord.
- 6) Passport Training completed by JOM staff
- 7) Cultural Presentations at Sallisaw and Tenkiller.
- 8) Cultural presentations at Heritage Center for Military Personnel building homes for veterans
- 9) Virtual Meeting held regarding reading program- Dolly Parton Imagination Library Reading Program
- 10) Summer Youth Worker welcomed in JOM Office
- 11) Online History Course Committee Meetings
- 12) Collaborated with IT to complete unit one of the online History course on Moodle
- 13) Camp Cherokee Teacher Workshop, ordering supplies and creating lesson plans
- 14) Planning and Coordinating Language Lesson scope and sequence for Cherokee Teacher Enrichment
- 15) Cherokee Language Curriculum Committee Meetings
- 16) Challenge/Language Bowls and Writing/Art Competitions completed successfully and student awards distributed
- 17) Initiated the start of an Oral Competition- planning 21/22. Open the Competition 22/23
- 18) Separated the Cherokee Writing from creative writing to bring more attention and participation in Cherokee writing for school year 21/22.

**2022 OKJOM Conference Planning**

- a) Conference date March 30 – 31, 2022 WinStar Conference Center & Casino
- b) Theme – OKJOM 2022 –Strong, Resolved, Resilient.

**Future Plans/New Initiatives:**

- 1) 7/20/2021 2022 OKJOM Planning Meeting 9:00 a.m.
- 2) Stickball at Owasso Elementary (June 21<sup>st</sup>)
- 3) Stickball at Verdigris Elementary (June 23<sup>rd</sup>)
- 4) Cultural day at Grandview School (June 24<sup>th</sup>)
- 5) Working on Cherokee School videos
- 6) Collaborating on Camp Cherokee July 25 – July 30
- 7) Training for Military for Veterans housing June 25 and July 9 and 23
- 8) Cultural Presentations to Mitchell School in Tulsa July 6 and 9
- 9) Planning Roc your Moc teacher trainings for August.

**STEM-**

- 1) Camp Cherokee Planning in progress for Residential Camp July 25-July 30
- 2) Camp Cherokee Application open till July 2<sup>nd</sup>
- 3) Oaks public School planning Meeting
- 4) Meeting with Sequoyah National Wild life Refuge
- 5) STEM Research for Students in progress for summer project
- 6) Camp Instructors Committee Planning
- 7) Camp Cherokee Staff on site visit to Heart of the Hills

**Sequoyah Schools**

**Program Highlights**

- 1) We received 5.5 million dollars in the American Rescue Plan from the BIE. We have added many teaching positions and have great plans with much of these funds going to students. We plan to increase our concurrent enrollment budget.
- 2) All students (50) that attended summer school recovered academic credits lost due to the pandemic. We had great teachers helping our students reaching their goals! Great job summer school students!!
- 3) We had a 100% graduation rate in 2020-2021!

**Recent Extra-curricular results:**

- 1) Our fishing team won the Oklahoma Bass Nation High School championships this past weekend at Lake Eufaula. Congratulations to Kobe Rider and Zack Cooper!