

Group: Career Services-Education Month/Year of Report: April, 2015

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**I. Budget Highlights – Please refer to Monthly Financial Report**

None

**II. Program Highlights**

**a. Balanced Scorecard Measures**

	<i>March</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.	21	80	250	32.0%
<i>Training Completions</i> – includes individuals receiving a nationally-recognized certification, credential, or degree while enrolled in one of 11 different vocational training programs.	63	287	450	63.8%
<i>Employment Completions</i> – includes individuals who completed a Work Experience or TERO OJT assignment.	16	133	300	44.3%
<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.	120	545	500	109.0%
<i>Retention</i> – includes individuals who were retained in their unsubsidized employment through assistance from a Career Services Program.	42	162	200	81.0%
<i>Job Readiness Training</i> – includes individuals who completed the Life/Employment Skills Training.	26	262	250	104.8%
<i>WorkKey Credentialing</i> – includes individuals who received a bronze, silver, gold, or platinum WorkKeys credential.	0	90	500	18.0%
<i>Job Bank</i> – includes the number of new individuals entering the TERO Job Bank.	27	199	500	39.8%
<i>Indian Owned Businesses</i> – includes the number of businesses newly certified as an Indian Owned Business.	18	82	100	82.0%

<i>Job Fairs</i> – includes the number of Job Fairs held by Career Services.	4	17	15	113.3%
<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.	2	27	50	54.0%

**b. Accomplishments**

1. Adult Education staff are looking for materials to help improve the pass rate for the Math portion of the GED exam.
2. Vocational Rehabilitation celebrated Disability Awareness month.
3. JD-NEG began the Fast Track welding apprenticeship class in Tulsa.
4. The Tribal Economic Development Culinary class in Sallisaw started their practicum in Roland.
5. Another Tribal Economic Development Culinary class began.
6. Talking Leaves Job Corps student, Isaac Harjo represented Talking Leaves Job Corps as a Student Ambassador for Job Corps' 50<sup>th</sup> Anniversary Celebration in DC. Not only did Isaac represent Talking Leaves extremely well during the celebration event/ceremony, he participated in the National Job Corps Association Student Leadership Conference, as well.

**c. Initiatives**

1. We will be conducting a Pre-Apprenticeship Training in Welding in partnership with the 584 Ironworkers Union in Tulsa for JD-NEG participants.
2. Adult Education will be conducting summer GED classes in Tahlequah, Claremore, Tulsa, Pryor, Sallisaw, and Stilwell from June 8, 2015 to July 31, 2015.
3. The PearsonVue Testing Centers will be open this summer and we will be increasing our testing days in Tahlequah and Pryor to three days a week (instead of two days a week) due to the volume of clients.

**College Resource Center****2015-16 Scholarship Applications**

# 2015-16 Scholarship Applications Received	1,048 as of 4/20/2015
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**Spring 2015**

# of Spring 2015 scholarship awards thru 2/13/15	3,135 (1,638 <b>Pell</b> , 1,175 <b>NonPell</b> , 322 <b>Grad</b> ) 12 UKB (Pell eligible only)
# of Promise students for Spring 2015 thru 2/13/15	66 (50 <b>NSU</b> , 16 <b>RSU</b> )
# of Spring 2015 concurrent scholarships thru 2/13/15	297
New Directed Studies students Spring 2015	1 (Substance Abuse Counseling)
Valedictorian/Salutatorian Scholarship	75 (55 <b>Valedictorian</b> , 20 <b>Salutatorian</b> )

**Fall 2014**

# of Fall 2014 scholarship awards	3,430 (1,865 <b>Pell</b> , 1,243 <b>NonPell</b> , 322 <b>Grad</b> ) 30 UKB (Pell eligible only)
# of Promise students for Fall 2014	68 (51 <b>NSU</b> , 17 <b>RSU</b> )
# of Fall 2014 concurrent applications to date	206 (37 Juniors, 169 Seniors)
New Directed Studies students Fall 2014	3 (1 <b>MD</b> , 1 <b>Dental</b> , 1 <b>Masters of Social Work</b> )

**Accomplishments:**

1. Released 2015-16 scholarship application February 6, 2015 (<https://scholarships.cherokee.org>)
2. Posted paper application for Directed to website for download:  
[www.cherokee.org/Services/Education/CollegeResources](http://www.cherokee.org/Services/Education/CollegeResources)
3. Installation of technology for students to apply via iPad technology – testing with three staff
4. Signed Letter of Agreement with Connors State College to serve as a Cherokee Promise site.

**Outreach & Presentations:**

3/23/15 – Catoosa HS  
 3/24/15 – Pryor HS  
 3/25/15 – Foyil HS  
 3/26/15 – Muldrow HS  
 3/27/15 – Public School Appreciation - Hard Rock  
 3/31/15 - ODSA - TRIO - Presentation w/ Career Services & CN Foundation  
 4/1/15 - Stilwell ICTC Fair  
 4/8/15 - Sequoyah HS Scholarship Night  
 4/14/15 - Connors State College - Services Fair

#### Future Plans:

1. Scheduling of outreach and technical assistance sessions with 14-county and contiguous area schools
2. Official announcement and recruitment campaign for Connors State College's Cherokee Promise program – May 29<sup>th</sup>

#### Upcoming deadlines:

1. 2015-2016 Cherokee Nation Scholarship (online application) <https://scholarships.cherokee.org>
  - a. Required documents for new freshmen
    - i. High School Transcript (7 semester thru December 2014)
    - ii. Student Aid Report
  - b. Required documents for renewal (continuing) students
    - i. Transcript with Spring 2015 grades
    - ii. Student Aid Report
    - iii. Self Help Form

#### Community Language Programs

Activity	March/April	YTD
# of off-site presentations	3	28
# of participants-Outreach	331	975
# of on-site classes	2	28
# of participants in on-line class	Online Class started April 10 <sup>th</sup>	Final numbers not yet available

#### Accomplishments:

1. Ed Fields taught two 40 hours employee language classes
2. Ed Fields' online Cherokee classes begin April 10th; found a new classroom space for him
3. Assisted with April Cherokee Speakers Bureau meeting
4. Recorded spoken Cherokee language lessons for Cherokee Teacher Training Program Students
5. Assisted Cherokee language Teacher Training Program students with language lessons
6. Provided translation assistance to the Cherokee Translation Department
7. Mailed out Cherokee Cultural packets
8. Sarah Hawk held two Shawnee language classes
9. Served as timekeeper for Cherokee Challenge Bowl
10. Served as scorekeeper for Cherokee Challenge Bowl
11. Assisted with Indian Territory Days event at the Cherokee Heritage Center
12. Edna Jones taught Cherokee language at the Children's Network Meeting

### Future Plans/New Initiatives:

1. Develop Cultural art themed Cherokee language lessons
2. Develop new Cherokee cultural handouts that incorporate more language

### Language Technology

#### Accomplishments:

1. Continue working with Microsoft on consistency checks of Windows 8
2. Continue working with Microsoft on consistency checks of Office Online
3. Upload and maintain language materials on the Cherokee Nation website
4. Daily uploads of photos to Instagram with Cherokee syllabary questions and comments
5. Working with Microsoft on the translation of Windows 10. So far 8000 words have been translated, currently working on a 12,000 word handoff.
6. Helped facilitate Cherokee Nation April Speaker's Bureau meeting
7. Recorded and edited audio to go along with the Cherokee Language Program textbook
8. Zachary Barnes and Jeff Edwards assisted with Cherokee language classes at Indian Territory Days at Cherokee Heritage Center. It was a 2 day event and approximately 1000 kids attended.
9. Answered 20 emails from our Cherokee.org Language Technology site concerning language classes and Cherokee materials.
10. Developed a PDF explaining how to use the new Cherokee language Mango app.
11. Provided Stilwell High School with Cherokee language posters for their Cherokee class.
12. Created a dot to dot poster showing how to write the Cherokee syllabary.
13. Attended online Microsoft LEAF training for submitting and receiving files from Microsoft.
14. Finalized Camp Cherokee logo
15. Finalized Camp Cherokee guide for handout to counselors at camp
16. Helped review online application for Camp Cherokee
17. Recorded and edited audio for a script for Cherokee video.
18. Downloaded and compiled Cherokee documents from the Smithsonian website

### Future Plans/New Initiatives

1. Develop new Cherokee language activity books
2. Begin new Cherokee language animations

### Translation

Activity	March/April	YTD
# of internal requests completed	11,053	98,376
# of external requests completed	96	12,021
# tested for Certification/Proficiency	0-Proficiency 0-Cerification	0-Proficiency 0-Cerification

**Accomplishments:**

1. Hosted April Speakers Bureau meeting
2. David Crawler, Dennis Sixkiller, and Roy Boney, Jr. participated on a panel discussion "The Role of Tribal Media in the Revitalization of Native Languages" with *Cherokee Phoenix* staff at the Native Media Summit hosted by the Native American Journalists Association at OU
3. Anna Sixkiller translated and recorded a script for Health Services parenting video
4. John Ross, National Treasure for Language, represented the Language Program at the Cherokee Days event at the Museum of the American Indian in Washington, DC.
5. Finalize planning for the Cherokee Speakers Consortium Meeting for April
6. Cherokee Teacher Training Program Students continue Cherokee language studies with Cherokee Language Program Staff
7. Recording of spoken Cherokee language content for learning Cherokee
8. Continue advising as language and cultural knowledge consultants on Cherokee History book project
9. David Crawler and John Ross continue collaboration with the University of Texas – Arlington linguists on documenting traditional Cherokee ecological knowledge in the Cherokee language
10. Continued recording audio stories for the *Cherokee Phoenix* and translating stories for the newspaper
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.

**Future Plans/New Initiatives:**

1. Next Speaker's Bureau Meeting May 2015 at the Community Ballroom. Begin planning for next Cherokee Consortium meeting in June in Cherokee, NC.

**Sequoyah Schools**

Activity	March	YTD
Student GPA	3.60	3.60
ADA	94.34	95.82
EOI Pass Rate	72% (winter 2013 test administration) 72% (spring 2014 test administration)	72% (2013-2014 school year)
ACT Average	18.28 (avg of February 2014 ACT tests) 20.0 (avg of June 2014 ACT tests) 22.44 (avg of September 2014 tests) 19.22 (avg of December 2014 tests)	19.49 (avg of highest scores for all current students)

**Accomplishments:**

- The Robotics team participated in VEX Robotics Worlds in Louisville, Kentucky April 14-19.
- Sequoyah had 29 students inducted into the Oklahoma Indian Student Honor Society at an induction dinner on April 27 in Edmond.
- Our state champion Lady Indians were recognized on the floor of the State House of Representatives. State Representative Mike Brown introduced the team to the members of the House.

**Future Plans/New Initiatives:**

- End of Instruction testing will be administered April 28-May 13.

- An Art and Literature exchange day is being planned with Oktaha's Honors English class and Sequoyah's Art II Class on April 22.
- Graduation ceremonies for the class of 2015 are scheduled for May 22.

### Head Start

Activity	March/April	YTD
# of students enrolled	210 EHS 656 Head Start	680 HS 210 EHS
# of classrooms/sites	63 classrooms 23 sites	63 classrooms 23 sites
# of parent meetings conducted	12 Conducted	124 Conducted
# of site visits by HS/ECU staff	143 Site Visits	576 Conducted
# of PD hours completed	54 hours offered	121.5 hours offered
Credit Card Expenditures - Travel	\$2,485.39	\$26,006.55

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

Breakfast - 3819	Lunch - 4104	Snack - 3935
Total Food Cost – \$29,358.25		Reimbursement – \$22,659.11

### Accomplishments:

1. Two staff members received their CDA's renewal this month.
2. Pre-enrollment has been going very well in the public schools.
3. Two Administrative staff received scholarships to attend the ECHO training, Early Childhood Hearing Outreach training scheduled for March 23 – 24, 2015 in Salt Lake City.

### Future Plans/New Initiatives:

1. Ruth Rouvier from the Office of Head Start National Center on Cultural and Linguistic Responsiveness will visit the CNECU on April 14 & 15, 2015.
2. Cherokee Nation Early Childhood Unit will host the national CLASS Reliability training on May 19-21, 2015.
3. The quarterly Health Advisory Board meeting is April 23, 2015.
4. The last day of school for Head Start children is April 29, 2015.
5. The last day for Head Start staff is May 1, 2015.

### JOM/ Johnson O'Malley Program

Activity	March		YTD
	JOM	Special Projects	YTD Total
# of students on program	24,864 (4-15-15)	-	24,482
# of schools participating	67	-	67

# of communities participating	5	-	5
# of special events	1	5	38
# participants students/adults		1087	10,088/90
# of school staff participating		185	666
# of contractors participating		21	43

#### Accomplishments:

1. JOM Field Specialist Coordinator and JOM Field Specialist attended and presented workshops at the National Johnson O'Malley Association Conference in Portland, OR.  
Presented 2 workshops to a total of **110** conference attendees made up of parents, JOM Contacts, Federal Programs Staff, and school administrators.
2. Provided technical assistance to Coffeyville, Greasy, Dahlongah, Kenwood, Ketchum, Wickliffe, Westville and Oaks Mission Schools.
3. School site visits were made to Stilwell, Zion, Peavine, Westville, Wickliffe and Oaks.
4. JOM Field Specialist Coordinator and Records Administrator met with Caney Valley School Superintendent, JOM Contact and 3 office staff.
5. JOM Manager and JOM Field Specialist attend BIE consultations in Oklahoma City.
6. Attended Grandview Cultural Night approximately **175** in attendance students, parents, school staff and presenters.
7. Attended Wickliffe Cultural Day students, staff and community volunteers were in attendance. Approximately **150** in attendance.

#### Special Projects

1. Special Projects sponsored 5 events and collaborated on 1 event during this reporting period.

#### Future Plans/New Initiatives:

##### JOM:

1. Application workshop April 30, 2015
2. Application Deadline 2015-16 May 29, 2015

#### FUTURE PLANS/NEW INITIATIVES:

##### Special Projects

1. April 16<sup>th</sup> Art Reception
2. April 28<sup>th</sup> Anigaduwaigi
3. May 5<sup>th</sup> Discover Amayetli
4. May 14 – 15 Leadership Closeout for CLMT and CTE
5. May 26 – 29 Camp Cherokee Dwight Mission

#### Special Projects

##### Activity

March 2014 – April 2015

		#	Total	YTD
# of Special Project Events	Cherokee Language Methods for Teachers- April 9-10 Cherokee Teacher Enrichment- April 6-7 Cherokee Challenge Bowl Division 2 March 24 Cherokee Challenge Bowl Division 3 March 31 Cherokee Challenge Bowl Division 4 April 2 Indian Territory Days March 26-27	6	6	30
# of students participating	Cherokee Language Methods for Teachers- April 9-10 Cherokee Teacher Enrichment- April 6-7	0 0	1087	10,088



	Cherokee Challenge Bowl Division 2 March 24	165		
	Cherokee Challenge Bowl Division 3 March 31	95		
	Cherokee Challenge Bowl Division 4 April 2	65		
	Indian Territory Days March 26-27	762		
# of schools participating	Cherokee Language Methods for Teachers- April 9-10	11		
	Cherokee Teacher Enrichment- April 6-7	6		
	Cherokee Challenge Bowl Division 2 March 24	15		
	Cherokee Challenge Bowl Division 3 March 31	11	<b>80</b>	<b>178</b>
	Cherokee Challenge Bowl Division 4 April 2	6		
	Indian Territory Days March 26-27	31		
# of school staff participating	Cherokee Language Methods for Teachers- April 9-10	14		
	Cherokee Teacher Enrichment- April 6-7	6		
	Cherokee Challenge Bowl Division 2 March 24	33	<b>185</b>	<b>666</b>
	Cherokee Challenge Bowl Division 3 March 31	19		
	Cherokee Challenge Bowl Division 4 April 2	13		
	Indian Territory Days March 26-27	100		
# participants: parents/other	Cherokee Language Methods for Teachers- April 9-10	2		
	Cherokee Teacher Enrichment- April 6-7	1		
	Cherokee Challenge Bowl Division 2 March 24	27	<b>150</b>	<b>682</b>
	Cherokee Challenge Bowl Division 3 March 31	19		
	Cherokee Challenge Bowl Division 4 April 2	1		
	Indian Territory Days March 26-27	100		
# contractors participating	Cherokee Language Methods for Teachers- April 9-10	4		
	Cherokee Teacher Enrichment- April 6-7	4		
	Cherokee Challenge Bowl Division 2 March 24	4	<b>21</b>	<b>43</b>
	Cherokee Challenge Bowl Division 3 March 31	4		
	Cherokee Challenge Bowl Division 4 April 2	3		
	Indian Territory Days March 26-27	2		

## Heritage Center

### News/Accomplishments

- Garden tilled in Diligwa Village with help of Cherokee Nation Natural Resources. The garden will contain the three sisters (squash, beans, and corn) and potatoes, pumpkins, and melons.
- Maintenance crew constructed new benches made of cedar for the Trading Post.
- CHC rehired seasonal tour guides in Diligwa to prepare for tourist season.
- Tonia Weavel attending Cherokee Days in Washington, DC on April 9-11.
- Indian Territory Days was a success with a total of 962 in attendance.

### Upcoming Dates

March – April	JOM Student Art Show Winners
	Atrium Art Series
April 11 9-5pm	Last Day of Hands-On Exhibit in CHC Museum
10-2pm	Cherokee Pottery Class with Lisa Rutherford
April 16	JOM Student Art Show Reception

April 17, 2015      1:00pm      **CNHS Board of Trustees Meeting**  
Cherokee Heritage Center, Tahlequah OK

6:00pm      **Trail of Tears Art Show Awards Reception**  
Cherokee Heritage Center, Tahlequah OK

April 18, 2015      10-2pm      Round Reed Basketry with Kathy and Perry Van Buskirk

May 16, 2015      Annual Gospel Sing

September 26, 2015      **Seven Star Gala**  
Hard Rock Hotel and Casino  
Catoosa, OK

	Events and Offsite Services			
	# of Attendees			
	Off site	Onsite	Visitors To Museum & Diligwa	Volunteer Hours
January	1045	12	493	357
February	495	8	928	276
March	786	979	3,790	784
Total	2326	999	5211	1417
		Total Number of Onsite Visitors		
		6,210		

**Visitors from: 20 Countries**

**36 States**

**Education Liaison-Program Liaison – (Tribal Youth Council, Miss Cherokee and Outreach)**

	Month-April 2015
# of participants	
-TYC	17
-Miss Cherokee	1
-Outreach	Thousands
# of Cherokee participants	
-TYC-	17
-Miss Cherokee	1
-Outreach	Thousands

**Partners: (TYC, Miss Cherokee, Outreach)**

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

**Accomplishments:**

1. Ongoing, answering various inquiries regarding Education Services via email, phone, Facebook, etc.
2. Assisting with the RTR Bike Ride Planning Committee. I will work with Communications to coordinate the Send Off and the Return Ceremony. Finished a final draft of RTR Bike Ride Policy and Procedures.
3. Assisting with Language Programs Projects
4. Serving on the My Brother's Keeper working committee.
5. Assist various programs with editing documents, and continue to do so
6. Assist as needed and coordinate Public Relations efforts for Education Services with the Communications Department
7. Manage Miss Cherokee budget. Coordinate monthly Miss Cherokee Committee meetings and Miss Cherokee activities. Also serve as Chaperone for Miss Cherokee as needed.
8. Coordinates Miss Cherokee Committee with Jr. Miss Cherokee and Little Cherokee Ambassadors to streamline policy and procedures for consistency.
9. Coordinates booth workers and materials for the Education Services Booth during Cherokee Nation Community Meetings (Chaperone Miss Cherokee and Jr. Miss Cherokee at several of the meetings.)
  - a. Worked Education Services Booth on March 28-29, held at Wichita/KC with Miss Cherokee and Jr. Miss Cherokee.
  - b. Attended and Participated with Cherokee Days, at the National Museum of the American Indian, Washington, DC, April 9-12, 2015, (Served as Chaperone for Miss Cherokee and Jr. Miss Cherokee) The first two days of Cherokee Days, over 22,000 visited NMAI. Also attend the At-Large Community Meeting held in Washington, DC, on Saturday, April 11, 2015. Represented Education Services.
10. Coordinate Education Services Booth at the Photo ID Events, when scheduled.
11. Working with the Tribal Youth Council on a project for Generation Indigenous. We will discuss further during their April 2015, meeting.

**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.
  - a. At-Large Community Meetings in CA, April 25-26, 2015.
3. The next Tribal Youth Council Meeting will be April 18, 2015.
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. Reviewing and revising Policy and Procedures for Miss Cherokee, Jr. Miss Cherokee and Little Cherokee Ambassadors as needed. Applications for all competitions will be ready on May 1, 2015.
6. Set up and work the Education Booth at Photo ID Events.