

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

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>June</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. | 100 | 293 | 250 | 117.2% |
| <i>Training Completions</i> – includes individuals receiving a nationally-recognized certification, credential, or degree while enrolled in one of 11 different vocational training programs. | 136 | 606 | 450 | 134.7% |
| <i>Employment Completions</i> – includes individuals who completed a Work Experience or TERO OJT assignment. | 14 | 184 | 300 | 61.3% |
| <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. | 216 | 1,040 | 500 | 208.0% |
| <i>Retention</i> – includes individuals who were retained in their unsubsidized employment through assistance from a Career Services Program. | 59 | 268 | 200 | 134.0% |
| <i>Job Readiness Training</i> – includes individuals who completed the Life/Employment Skills Training. | 39 | 352 | 250 | 140.8% |
| <i>WorkKey Credentialing</i> – includes individuals who received a bronze, silver, gold, or platinum WorkKeys credential. | 20 | 110 | 500 | 22.0% |
| <i>Job Bank</i> – includes the number of new individuals entering the TERO Job Bank. | 34 | 297 | 500 | 59.4% |
| <i>Indian Owned Businesses</i> – includes the number of businesses newly certified as an Indian Owned Business. | 18 | 123 | 100 | 123.0% |

| | | | | |
|---|---|----|----|--------|
| <i>Job Fairs</i> – includes the number of Job Fairs held by Career Services. | 3 | 26 | 15 | 173.3% |
| <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 | 33 | 50 | 66.0% |

b. Accomplishments

1. All Adult Education teachers and management attended Bridges out of Poverty training in Muskogee on June 12th.
2. All Adult Education teachers and management attended TOSS workshops at NSU, June 3rd and 4th.
3. Career Literacy/Adult Education Managers attended Hi-Set and TASC meeting in Tulsa.
4. Teachers started Math Work Shop in Sallisaw on June 19th.
5. Hosted a meeting on June 25 for area GED & Testing Programs about the new alternative high school equivalency tests Hi-Set & TASC.
6. Nine of the Summer Youth Interns were given the WorkKeys Assessment.
7. The culinary class trained 35 students; six were hired.
8. Talking Leaves Job Corps has officially become a smoke-free & vapor-free campus.
9. 135 Summer Youth Participants received a shortened life skills presentation from Life Skills Instructors.
10. Provided five Adult Education Teachers with training to utilize motivational interviewing techniques.
11. The Coming Home Reentry Program has had a recidivism rate of 10.5% over the last three years. The national average rate after three years is 67.8%. The return on investment is a savings to the State of Oklahoma of \$2,040,000 annually.
12. One Reentry individual attended truck driving school after release from incarceration and is now earning \$89,000 annually. Career Services invested \$3,800 in his training.

c. Initiatives

1. The PearsonVue Testing Centers will be open this summer.
2. Tahlequah Testing center has been moved and will be ready to reopen as soon as the surveillance cameras are installed and pictures are submitted to PearsonVue.

3. Oklahoma Career Information System (OKCIS) will be changing in July. Staff will be attending a workshop for the new version.
4. Staff will continue to actively seek federal funding for Reentry.
5. The Culinary class scheduled for August has already been filled.
6. Staff are planning for the next Welding Apprenticeship class. The location is yet to be determined.

June 2015 Monthly Report

Youth Activities: We held 9 youth activities in June. 2 groups asked to take a summer break, 1 Boys and Girls Club canceled due school being out for summer. Total attendance at June youth activities was 180 youth, 31 parents/community members/B&G Club staff/ volunteers & 5 CYDARS staff. Not all staff attended each site, 2 – 4 staff members went to each site.

Cherokee Heights had 2 youth activities in June on the 2nd & 16th; where they made repurposed plastic bottle planters and tube bracelets. There were 2 – 4 youth in attendance at each activity for a total of 6 youth, no parents and 5 CYDARS staff in attendance.

Lost City asked to cancel their activities for June and July for a summer break.

Tailholt youth activity that was scheduled for Monday, June 22nd, was canceled due youth being gone on vacation.

Chewey had 1 youth activity on Tuesday, June 9th where they made tube bracelets. There were 2 youth, 1 adult community members and 3 CYDARS staff in attendance.

Brushy has asked to take a summer break until school starts.

Maryetta Boys & Girls hosted 1 youth activity on Thursday, June 11th, where they made tube bracelets. There were 30 youth, 3 B&G Club Staff and 4 CYDARS staff in attendance.

Cave Springs Boys & Girls asked to take a summer break as there is no Boys & Girls Club during the summer at Cave Springs.

Briggs Boys & Girls club hosted a youth activity on Wednesday, June 19th, where they made tube bracelets. There were 59 youth, 9 B&G club staff and 4 CYDARS staff in attendance.

We partnered with the Foyil Library to have youth activities during their summer reading program. We had 2 youth activities at Foyil Library in June on Monday, June 1st and Monday, June 15th, where they made river cane whistle necklaces and key chains. There were 13 – 18 youth at each activity for a total of 31 youth, 6 community members and 4 CYDARS staff in attendance.

We partnered with Salina Clinic to have youth activities during their Healthy Kids Camp. We had 2 youth activities at the Salina Clinic Camp on Monday, June 22nd and Tuesday, June 23rd, where they made river cane whistle necklaces, tube bracelets and plastic bottle birdfeeders. There were 24 – 30 youth at each activity for a total of 54 youth 12 camp counselors and 4 CYDARS staff in attendance.

Mailed & handed out 118 copies of flyers about July youth activities to residents, community organizations & participants in Cherokee Heights, Chewey, Lost City, Brushy & Tailholt and e-mailed a flyer to Briggs & Maryetta B&G club & Foyil Library to post for their youth activities.

Adult Resident Activities:

We held 6 adult resident activities in June. Total attendance at June adult resident activities was 38 adult residents & 5 CYDARS staff. Not all staff attended activities at each site, 2-4 staff went to each site.

Tom Buffington Heights held 1 Adult Resident activity on Thursday, June 18th, where they made hand scrub and hand cream & worked on their loom beadwork and finished their pouches. There were 7 Adult Residents and 3 CYDARS staff in attendance.

Will Rogers Senior Housing in Claremore held 1 Adult Resident Activity on Thursday, June 25th, where they made hand scrub and hand cream and worked on their loom beadwork and attaching it to a pouch. There were 7 adult residents and 3 CYDARS staff in attendance.

Wisdom Keepers in Tahlequah held 1 Adult Resident Activity on Thursday, June 11th, where they made Hand scrub and hand cream. There were 5 adult residents and 3 CYDARS staff in attendance.

Jay Senior Housing held 1 Adult Resident Activity on Thursday, June 9th, where they made Hand scrub and hand cream and worked on their loom beadwork and attaching it to a pouch. There were 7 adult residents and 4 CYDARS staff in attendance.

Stilwell Senior Housing held 1 Adult Resident Activity on Thursday, June 4th, where they made hand scrub and hand cream. There were 7 residents and 3 staff in attendance.

Tahlequah Housing held 1 Adult Resident Activity for adult residents of Swimmer, Autumn Heights & Daniels additions at the Gregg Glass Building on Monday June 9th, where they made hand scrub and hand cream and worked on their loom beadwork and attaching it to a pouch. There was 5 adult resident and 3 CYDARS staff in attendance.

Mailed and handed out 206 copies of flyers about June adult resident activities to residents and housing offices in Claremore, Wisdom Keepers, Tahlequah (Leon Daniels, Ross Swimmer and Autumn Heights housing additions) and Vinita and e-mailed flyers to Wisdom Keepers, Stilwell Senior Housing, Claremore Senior Housing, Tahlequah Housing Office, Vinita Tom Buffington Heights HACN office and Jay Senior Housing to post.

Items scheduled in the future:

We have 8 youth activities scheduled for July 2015.

We will have activities in:

Cherokee Heights on the 1st and 3rd Tuesdays, July 7th, 1:30 p.m. – 3:30 p.m. &

July 21st, 1:30 p.m. – 3:30 p.m.;

Chewey on Tuesday, July 14th, 5 p.m. – 7 p.m.;

Briggs, will not have a youth activity in July as they do not have B&G Club in July;

Maryetta will not have a youth activity in July as they do not have B&G Club in July;

Lost City has asked to take a break for the summer and will resume youth activities in Aug.;

Tailholt has 1 youth activity scheduled for Monday, July 27th, 4 p.m. – 6 p.m.;

Brushy has asked to suspend their youth activities until August;

Cave Springs Boys & Girls Club will be out of school and does not have summer club.

We will be partnering with Foyil Library to provide a youth activity at their summer reading

Program the first and third Mondays in July and the first Monday in August.

July's activities will be Monday, July 6th & Monday July 20th, 1 p.m. – 2:15 p.m.;

We will be partnering with ICW to have youth activities at their Foster Family Cultural

Camp in Kenwood on Friday, July 17th, 2 p.m. – 4 p.m.;

We will also be partnering with Career Services to have a youth activity at their summer

Youth program at the Westville Library on Wednesday, July, 15th, 10 a.m. – 11:30 a.m.

We have 6 adult resident activities scheduled for July 2015.

We will have activities at:

Stilwell Senior Housing, on Thursday, July 2nd, 10 a.m. – 11:30 a.m.;

Swimmer/Autumn Heights/Leon Daniels, Tahlequah at the Gregg Glass building, on

Monday, July 13th, 1:30 p.m. – 3:30 p.m.

Jay Senior Housing, on Tuesday, July 14th, 10 a.m. – 11:30 a.m.;

Wisdom Keepers, Tahlequah, on Thursday, July 9th, 1 p.m. – 3 p.m.;

Tom Buffington Heights, Vinita, on Thursday, July 16th, 1 p.m. – 3 p.m.;

Will Rogers Senior Housing, Claremore, on Thursday, July 23rd, 2 p.m. – 4 p.m.;

Our emergency hire has been extended for another 30 days and our temporary coordinator started on Monday, July 6th. Both of these positions will be until September 30, 2015.

We are continually working on learning and putting together new projects, language lessons and leadership exercises to use at future youth and adult activities and teaching each other skills we have and making sure everyone is teaching the same way so we will not confuse the participants.

We are all working on getting projects ready and taking turns making sure all supplies and paperwork is ready for each activity.

We will be working to find 2 or 3 more locations to have Adult Resident Activities.

College Resource Center

2015-16 Scholarship Applications

| | |
|---|--|
| # 2015-16 Scholarship Applications Received | 4,272 – Total Pell, CNSP, Grad as of 7/27/2015 (still processing those received thru deadline) |
| | 33 – Summer Concurrent Enrollment |
| | 63 – Fall 2015 Concurrent Enrollment |
| | 233 – Fall 2015 Waiting List (7/27/15) |

Accomplishments:

1. Fall 2015 application review, notification of award/denial, and funding to schools.
2. 24 students attended the StarBase Camp held at Sequoyah Schools
3. 18 students attended the StarBase Field Trip to Tulsa Air National Guard Museum

Outreach & Presentations:

May 20-Scholarship presentation at Webbers Falls High School

June 8- Scholarship presentation to Career Services Summer Interns

June 9-Application assistance at Connors State College

June 15-Education Services booth at the Elderly Fair at SHS

June 18-College Resources Booth at the Muskogee Youth Elevate Summit at the Muskogee Civic Center

June 19-Met with counselors at Broken Arrow High School to discuss scholarship information

June 25-Chaperone for the Starbase field trip to the Tulsa Air Nation Guard museum

June 28-30-College Resources Booth at the Indian Education Summit in Norman, OK

July 6-10-Camp Cherokee at RSU

Future Plans:

1. Fall 2015 application review, notification of award/denial, and funding to schools.
2. Funds to colleges/universities beginning August 1st.

Upcoming deadlines:

Concurrent Enrollment Scholarship:

- Fall 2015 – September 9th

Cherokee Language Programs (CLP)

| Activity | June/July | YTD |
|------------------------------------|-----------|------|
| # of off-site presentations | 4 | 36 |
| # of participants-Outreach | 250 | 2050 |
| # of on-site classes | 3 | 34 |
| # of participants in on-line class | 189 | 1432 |

Accomplishments:

1. Ed Fields completed teaching the Online Cherokee class for this session.
2. Assisted with July Cherokee Speakers Bureau meeting
3. Lula Elk taught basket making at Nowata and at RSU for Camp Cherokee
4. Lula Elk also taught a basket making and beading class at the Murrow Home
5. Roy Boney did a public lecture about the Cherokee Code Talkers at the Cherokee Veterans Center
6. Provided translation assistance to the Cherokee Translation Department
7. Mailed out Cherokee Cultural packets
8. Sarah Hawk held two Shawnee language classes
9. Edna Jones taught basket making at Camp Cherokee at RSU

Language Technology

Accomplishments:

1. Helped facilitate Speakers Bureau meeting monthly
2. Microsoft Office Online releases QR10. This is the last major release for the year. Now will only be working on consistency checks.
3. Language Technology relocated offices from Fox Street to the old Cherokee motel rooms 121, 122 and 123.
4. Daily uploads of photos to Instagram with Cherokee syllabary questions and comments
5. Continue working with Microsoft on translation of Windows 10.
6. Created 100 Language Technology CDs to hand out for Cherokee Outreach
7. Working on 3rd revision of the red letter Cherokee New Testament.
8. Answered 20 emails from our Cherokee.org Language Technology site concerning language classes and Cherokee materials.
9. Completed Language Technology activity book for Cherokee Holiday
10. Creating animation to go along with Language Technology activity book for Cherokee Holiday

Future Plans/New Initiatives

1. Finalize Windows 10 in Cherokee release

Translation

| Activity | June/July | YTD |
|--|---------------------------------|---------------------------------|
| # of internal requests completed | 4,564 | 147,199 |
| # of external requests completed | 934 | 13,995 |
| # tested for Certification/Proficiency | 1-Proficiency 0-Cerification | 1-Proficiency 0-Cerification |

Accomplishments:

1. Hosted July Speakers Bureau meeting

2. Cherokee Language Program held Cherokee language class for Tribal Youth Council as part of the Generation Indigenous Challenge
3. Transcribed Cherokee language interviews into phonetics and translated into English.
4. Dennis Sixkiller taught a language class to kids at a summer camp in Vinita
5. John Ross was interviewed by a student for a project on the Cherokee language
6. John Ross translated and recorded audio for an animated short film being produced about Cherokee Language technology
7. Continue advising as language and cultural knowledge consultants on Cherokee History book project
8. Anna Sixkiller taught basket making for Camp Cherokee at RSU.
9. Anna Sixkiller began proofing translated text on reconstruction of Cherokee Veterans Memorial monument
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 August 2015 at the Community Ballroom.

Sequoyah Schools

| Activity | May | YTD |
|---------------|---|--|
| Student GPA | 3.52 | 3.52 |
| ADA | 94.90 | 95.78 |
| EOI Pass Rate | 72% (winter 2013 test administration) 72% (spring 2014 test administration) | 72% (2013-2014 school year) |
| ACT Average | 22.44 (avg of September 2014 tests) 18.21 (avg of October 2014 tests) 19.22 (avg of December 2014 tests) 18.17 (avg of February 2015 tests) 19.16 (avg of April 2015 tests) | 19.35 (avg of highest scores for all current students) |

Head Start

Activity

June/July

YTD

| | | |
|--------------------------------|-------------------------------------|------------------------|
| # of students enrolled | 210 EHS Head Start (Out for summer) | 680 HS 210 EHS |
| # of classrooms/sites | 63 classrooms 23 sites | 63 classrooms 23 sites |
| # of parent meetings conducted | 11 Meetings Conducted | 155 Conducted |

| | | |
|-----------------------------------|-----------------|---------------------|
| # of site visits by HS/ECU staff | 82 Site Visits | 917 Conducted |
| # of PD hours completed | 0 hours offered | 170.5 hours offered |
| Credit Card Expenditures - Travel | \$2,144.81 | \$31,682.77 |

Accomplishments:

- 1) 5 faculty received their CDA renewals.
- 2) Staff completed training with 100 parents on the Sun Safety pilot study in partnership with UCLA. This initiative was focused on the EHS families at Salina, Tahlequah, and Stilwell.
- 3) Two fiscal staff attended a national training on fiscal reporting in Norman. Two changes were noted in the upcoming year including a specific circular to DHS and a new procurement amount.
- 4) The CACFP audit was conducted with a minor finding regarding the use of an obsolete form which was corrected on site; however, will be noted in the final report.
- 5) The Health Care Institute initiative with UCLA was completed with post assessments due July 22. This training was presented to 100 families.

Future Plans/New Initiatives:

- 1) The annual report to Congress, Program Information Report, is due August 1 and includes a profile of all comprehensive services to children and families.
- 2) The quarterly meeting of the Public School Superintendents is July 15 with discussion topics on data entry dates, health screening and their contribution to the Non Federal Share requirement.
- 3) The quarterly meeting of the Health Advisory Board is July 30 with the primary agenda item of scheduling the comprehensive health screenings and reviewing and approving new policies.
- 4) The Oklahoma Indian Head Start Directors Association pre-service conference is July 28-30 in Tulsa with a Tribal Consultation with OHS and Tribal Leaders immediately following the pre-service training on July 30 1:00-4:00
- 5) The 2015/16 school year begins Aug 10th with Head Start faculty returning July 27th.
- 6) The ECU pre-service training is July 27-August 7, 2015.
- 7) Conference committees are meeting regularly to finalize the 22nd Annual Cherokee Nation Early Childhood Conference scheduled for Nov 23-25.
- 8) OIHSDA members will meet Aug 6-7 in Norman to discuss the impact of and comment on the proposed revisions of the Head Start Performance Standards. Comments are due Aug 1.

JOM/ Johnson O'Malley Program

| Activity | July | YTD | |
|---------------------------------|------------------|------------------|-----------|
| | JOM | Special Projects | YTD Total |
| # of students on program | 24,855 (7/15/15) | - | 24,855 |
| # 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. Attended Caney Valley JOM Meeting 3 IEC members, JOM Contact and Superintendent.
2. Worked Camp Cherokee at Nowata and Rogers State University
3. Attended Indian Education Summit in Norman, OK
4. 3 - 2015-16 JOM Applications approved for the 2015-16 School Year.

Future Plans/New Initiatives:

JOM:

1. Strategic Planning July 28 – 31, 2015
2. 2016 OKJOM Conference Planning Meeting Norman, OK. August 11, 2015
3. Continue to approve 2015-16 JOM Applications

Special Projects

Activity YTD May 2015 – June 2015 # Total

| | | | | |
|---------------------------------|--|-----------------|-----|--------|
| # of Special Project Events | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | 3 | 3 | 40 |
| # of students participating | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | 50 84 138 | 272 | 10,479 |
| # of schools participating | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | ? ? ? | ? | 209 |
| # of school staff participating | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | 0 0 4 | 4 | 706 |
| # participants: parents/other | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | 0 0 1 | 1 | 707 |
| # contractors participating | Camp Cherokee Nowata Camp Cherokee Little Kansas Camp Cherokee RSU | 0 1 1 | 2 | 60 |

ACCOMPLISHMENTS:

Special Projects collaborated on 3 events during this reporting period. Special Projects partnered with Education Administration to facilitate Camp Cherokee, providing teachers for the language class and director for the Nowata, Little Kansas and Rogers State University camps.

FUTURE PLANS/NEW INITIATIVES:

July 14-17 IFTA Conference

July 19-24 Camp Cherokee Heart of the Hills

July 28 -31 Strategic Planning

Heritage Center

June News/Accomplishments

- One Big Family Project held on June 6, 2015 in conjunction with the Cherokee Nation Cultural and Community Outreach with a crowd of 225 in attendance.
- Ancestry Conference held June 12-13, 2015 with 27 in attendance.

- Renovation completed to remove standing pool of water on interior of museum, located in the Atrium. Exterior pool of water converted to flower bed. Horsechief's ball player statue moved to exterior of building with permission from CNE and artist.
- Staff continues to partner with Cherokee Nation Education Services for Camp Cherokee outreach.
- Vacant position in maintenance to be filled prior to Cherokee National Holiday weekend. Summer Youth Program workers have been an excellent addition.

Items of Concern

- Fundraising
- Planning for construction of Archives and Collection building – Dry fire suppression system exceeds construction budget by \$225,000 (approx.)
- Seven Star Gala sponsorships are much needed.

Upcoming Dates

| | |
|------------------------------|--|
| July 17, 2015 1:00 PM | Cherokee National Historical Society Board Meeting Helmerich Center for American Research |
| August 8, 2015 10-2pm | Carving Class CHC Chapel |
| August 28, 2015 6:00 PM | Cherokee Homecoming Art Show and Sale Opening Reception – CHC Echota House |
| September 6, 2015 12:00PM | First Families of the Cherokee Nation Reunion Potluck Owens Schoolhouse |
| September 26, 2015 | Seven Star Gala Hard Rock Hotel and Casino Catoosa, OK |

| CHEROKEE HERITAGE CENTER | | | | |
|--------------------------|--|--------|---------------------------------|-----------------|
| AGGREGATE NUMBERS 2015 | | | | |
| | 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 |
| April | 2857 | 190 | 2872 | 247.5 |
| May | 2376 | 256 | 4817 | 162.5 |
| June | 1952 | 47 | 5727 | 125 |
| Totals | 9511 | 1492 | 18627 | 1952 |
| | | Total Number of Onsite Visitors | | 20,119 |

Visitors from: 42 Countries

48 States