1. General Information

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| Project Title: | Carcross Tagish First Nation Capacity Development Project |
| Brief Project Description: | This project involves YFNSA and CYFN Education working with the CTFN Capacity Development Director, CTFN education staff and Education Advisory Council to develop an overall vision statement; a purpose statement and a strategic plan regarding k to 12 schooling in Carcross as it relates to Tlingit/Tagish students.  |
| Prepared By: | Melissa Carlick, YFNSA |
| Date:  | December 11, 2014 | Version: | 6.0 |

1. Project Summary

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| **GOAL:*** To develop a 5-year Strategic Plan to outline the first steps in moving towards achieving the Vision.

**OBJECTIVES:*** To develop a community based vision statement for K to 12 schooling as it relates to Tlingit/Tagish students.
* To develop a comprehensive statement of purpose so that all parties can clearly understand what is intended.
* To develop goals, objectives and actions with performance indicators to measure achievements and will result in moving towards achieving the vision

**RATIONALE:*** Our Tlingit/Tagish students’ academic achievement is a concern and the outcome of the current system is not acceptable.
* We see a need for the integration of the Tlingit/Tagish language, traditions, values and virtues so that CTFN students have a foundation upon which to build academic success.
* Our students need to have the tools and skills to succeed in both the traditional and contemporary worlds.

**STRATEGIES:*** With a core group, build awareness and develop common understandings about best practices, evidence based strategies and educational concepts as a basis for making informed choices about what school should be like.
* The core group spreads out through the First Nation through the clan system and educates others and gathers informed citizen choices about what school should be like.
* The core group consolidates the consultation input into a Community Consultation document that is shared with all citizens for verification, modification and improvement.
* The results of the Community Consultation will form the basis for the core group developing the 5 year Strategic Plan, inclusive of a Vision Statement, the Statement of Purpose, and the goals, objectives, actions and performance indicators.

**OUTCOMES:*** CTFN K to 12 Strategic Plan for Education
* CTFN K to 12 Vision Statement
* CTFN K to 12 Statement of Purpose which outlines immediate priority focus
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#### Project Scope

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| The project will use the existing organizational structure within CTFN for education and build on that to develop a broad based community consultation around the desired characteristics and operation of an ideal K to 12 education program for CTFN students.The consultation will result in the development of key planning documents to achieve the vision. |

#### Project Milestones

. \*CTFN Education will develop briefings for Management Board and Executive Council on a monthly basis

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| # | Action Item | Date | Lead |
| 1 | Outline Plan  | June 11th, 2014 | Strategic Plan Team |
| 2 | Draft Project Charter, Briefing Note | June 13, 2014 and submit before 1pm Friday 14th | Project Charter and Briefing Note: SGSCommunication Tool for Newsletter: CTFN  |
| 3 | Inform MB and EAC | June 17th, 2014 | Director Capacity Development (DCD) |
| 4 | CTFN ESP Team Meeting | July 2nd, 2014  | Director Capacity Development |
| 5 | Conference Call | July 14th, 20141:00 pm | Education Strategic Planning Team |
| 6 | Conference Call | July 23, 2014 1:30 pm | Education Strategic Planning Team |
| 7 | 2-Day Education Session EAC and Community | July 29th& 30th, 2014 Skookies Camp | Education Strategic Planning Team |
| 8 | CTFN ESP Meeting – Followup and writing of Draft & Elements for Vision, Purpose & Goals | August 4th, 2014  | Education Strategic Planning Teamat CYFN  |
| 9 | CTFN EAC Consults Clan – may request presentation of Education Strategic Planning Team member | Completed by December 5, 2014 | Director of Capacity Development |
| 10 | Bring Back EAC (SGS and CYFN Ed Resources) to share clan feedback/informationPrepare draft for CTFN ESP to Review | December 9, 2014 | EAC Strategic Planning TeamCorinne – notes from ClansGerry – consultation document |
| 11 | Consolidate Input – 1st Draft(Community Consultation document Vision, Purpose, Goals, Priorities Statement)CTFN ESP Team MeetingCTFN Student HAWD - draft | January 8th, 2015January 8, 2015 | Gerry – Draft DCD – Team Meeting Via Conference CallTina & Student Achievement Contractor |
| 12 | ESP Team MeetingFinalize consultation plan & meeting for community | January 16, 2015 | ESP TeamCarcross or Whitehorse? |
| 13 | Distribute structured consultation tool – newsletter – mail-out to citizens – announce meetings – website - facebook | January 23, 2015 | Director Capacity Development |
| 14 | Community Consultation (SGS and CYFN Education Resources) | Tagish – Feb 5Carcross – Feb 12 | Education Strategic Plan Team  |
| 15 | Incorporate Feedback into a draft Strategic Plan with vision, purpose, goals Statement | February 26, 2015 | Gerry |
| 16 | EAC &ESP Team Strategic Planning Session (SGS and CYFN Resources) | Feb 26 & 2710:30 | CYFN Director of EducationSGS DirectorSundog – Takhini Hotsprings (Emmie) |
|  | PresentationYFN Education Summit | March 9 & 10 | ESP Team |
| 17 | Strategic Plan Complete and ongoing CTFN ESP Team Meetings | March 11 | Strategic Plan Team |
| 18 | Community Dinner-Celebration | March 12 - Carcross |  |
| 19 | Debrief | March ? | TEAM |

1. Impact Statement
* Academic success is a key factor in self-confidence and achievement both in continuing education but work as well.
* Improved academic performance and graduation rates will lead to increased employment rates
* Increased levels of education and employment rates lead to higher income levels, which in turn lead to a stronger and sustainable Nation
* However, academic success cannot be effectively achieved at the expense of the First Nation students’ language and culture (personal identity) and cultural identity of values and virtue
* Integrating contemporary and traditional education will produce students competent to live successfully in both the contemporary and traditional worlds.

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| **Potential Impact** | **Systems / Units Impacted** |
| Positive impact upon CTFN K to 12 students’ educational experience | CTFN then spreading to other YFNs |
| Positive impact on academic outcomes for CTFN K to 12 students | Yukon Education, CTFN, other YFNs |
| Producing a model process that demonstrates the success and benefits of SGS YFNSA, CYFN Education and a First Nation working together, pooling expertise and resources, to advance and improve First Nations education | Other YFNs, Yukon Education, CYFN, FNEC members |
| Production of a model to support First Nations in the development of Strategic Plans, based on qualitative and quantitative data, for K-12 Education | Other YFNs |

1. Resources

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| Organization | Contribution |
| CTFN Capacity DevelopmentYFNSA | Meetings with CTFN Education Advisory CommitteeMeetings with CTFN Executive CouncilCommunity ConsultationsHonoraria, Door Prizes, Dinners |
| SGS - YFNSA | Technical expertise: surveys, data, consultations, report writingDedicated time and report writingCosts of meetings as budget permitsHonoraria, Door Prizes, Dinners |
| Program Materials and Supplies | CTFN |
| Telephone, Fax, Internet | CTFN |
| CYFN Education | Technical expertise: strategic planning, best practices, student data, and evidence based successes.Director of Education and Project Coordinator – dedicated time and travel costs Supporting meeting costs – fruit/veggie plates, honoraria, door prizes, community dinners, printing, as budget permits |

1. Project Risks

Identify the high-level project risks and the strategies to mitigate them.

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| Risk | Mitigation Strategy |
| Insufficient time to allow for consultation through the clan system using EAC members | Move development of Community Consultation document to earlier date and put more resources into advertising the document; perhaps use several community meetings with one in Carcross and one in Tagish – need budget |
| Yukon Education potentially wanting to be involved/steer the process. | Inform that this is a CTFN matter.  |
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1. Success Measurements

Identify metric and target you are trying to achieve as a result of this project.

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| CTFN K to 12:* Strategic Plan
* Vision Statement
* Statement of Purpose
* Priorities, Goals, Actions, Performance Indicators (with time frames)
* Resources
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1. Communication
* Briefings for ongoing communication
* Each entity will utilize their respectful communication
* Presentations, newsletters, prizes
* Tag-on Community events
* Team Evaluation
* Team Dinner

Follow-up action items from Dec. 5th, 2014 meeting

* Tina contact Victor Jim – Prince George – school in Morris town
* SGS, CYFN and CTFN identify resources for project
* Jenn E-mail philosophical framework to everyone
* Corinne and Geraldine develop a budget
* CTFN will get the mailing labels
* CTFN request student list from Department of Education for self-identified students
* Dina will bring enrollment list – CTFN
* Tina request form from Janet McDonald
* SGS look for membership list from CTFN
* Tina draft letter for Geraldine
* Tina draft consent form for CTFN