

Terms of Reference for the Indigenous Education Circle (IEC) of the Durham Catholic District School Board (DCDSB)

The IEC for the DCDSB assists and gives guidance to their schools on matters that ensure the inclusion of Indigenous histories, perspectives and current realities in DCDSB schools, systems and school communities.

By recognizing and promoting an awareness of the history and contemporary realities of this land and its peoples, the IEC supports the holistic success of all the DCDSB's students, in particular their Indigenous students.

1.0 Mandate

To promote, enhance and improve Indigenous education for all students, staff and members of the DCDSB community.

2.0 Statement of Purpose and Responsibilities

The IEC will:

- i. advise, consult and collaborate on how best to improve Indigenous student outcomes;
- ii. provide advice on initiatives including, but not limited to, Indigenous student programs, Indigenous Studies, student retention and alternative education programs;
- iii. advocate both provincially and locally for specific needs of Indigenous students in the DCDSB;
- iv. provide input into supports to build capacity of educators to develop strategies to improve the integration of Indigenous perspectives in the classroom and school community;
- v. identify and bring to the attention of the IEC, community issues that impact Indigenous education;
- vi. reflect the opinions and interests of the groups represented by the members of the IEC; and;
- vii. respond to the Board on requests for advice and recommendations on any matters which the Board may present to the IEC and report back to the stakeholders they represent.

Cont'd..page 2

3.0 **Committee Composition**

3.1 The IEC shall be comprised of:

- Representative from Mississaugas of Scugog Island First Nation
- Representative of the Métis Nation of Ontario
- Inuit representative
- Indigenous Student Services representative from Durham College
- Indigenous Student Services representative from Ontario Tech University
- Indigenous Student Services representative from Trent University Durham
- DCDSB Superintendent of Education responsible for Indigenous Education
- DCDSB Indigenous Education Lead
- DCDSB Indigenous Education department members
- Indigenous Student representative
- Indigenous Parent representative
- DCDSB Trustee (An invitation will be sent each January to the current Chair of the Board of Trustees with an invitation for the Chair to identify a trustee representative to attend IEC meetings)
- Resource: Mental Health, Communications Officer, etc.

3.2 The IEC is to consist of an Indigenous member majority.

4.0 **Committee Operating Procedures**

- 4.1 The IEC will meet six times a year (September, October, November, February, April and June) with additional meetings arranged as needed.
- 4.2 Meetings will be from approximately 9:00 a.m. to 10:30 a.m. and will be held at the Catholic Education Centre of the DCDSB, 650 Rossland Road West in Oshawa or at another location as otherwise arranged ie. Virtual.
- 4.3 The meeting dates will be provided to IEC members in September.
- 4.4 Meeting agendas will be prepared by the Chair and Co-Chair with input from IEC members being invited and will be sent to IEC members at least three (3) days prior to a meeting.
- 4.5 Meeting minutes will be completed following each meeting and provided to all IEC members via email.
- 4.6 IEC members are encouraged to provide meaningful engagement on items on the IEC meeting agendas and if unable to attend a meeting, to advise the Chair and Co-Chair prior to a meeting date.
- 4.7 IEC members are encouraged to read and respond to all emails applicable to the IEC meetings and provide input where necessary.
- 4.8 Sub-committees of IEC will be set up as necessary.
- 4.9 The IEC will operate using a consensus model.

5.0 Role of the IEC

- 5.1 Ensure that Indigenous persons constitute a majority of the IEC.
- 5.2 Support staff and students with accurate information.
- 5.3 Receive and review the Minutes of the IEC meetings.
- 5.4 Ensure that all communications that go out from the DCDSB applicable to Indigenous education have been viewed and are an accurate depiction of what IEC has advised.
- 5.5 IEC will assist and support the development of protocols to ensure that all people who are asked to speak, teach or assist in regards to Indigenous culture and education possess the necessary skills and information.

September 2020