



SCHOOL START-UP VIRTUAL INFORMATION SHARING SESSIONS FOR FIRST NATION SCHOOLS

Professional development is key to the ongoing improvement and success of First Nation schools. With that in mind, the First Nations Education Steering Committee (FNESC) and First Nations Schools Association (FNSA) are offering a number of information sharing workshops designed specifically for First Nation school staff in British Columbia.

The sessions are being offered through Zoom videoconferencing to make them widely accessible. We welcome your participation and feedback. Please register for the sessions you would like to attend by clicking registration links provided in the workshop descriptions. After your registration has been approved, you will receive a calendar invite for the workshop, which will include the Zoom link.

Please note that for those workshops below with multiple sessions (e.g. DRUMS Updates), you need only attend one of these sessions; they are the same presentation held on different dates and times for your scheduling convenience. The Audience column will assist in identifying the sessions that are most relevant to your professional role.

For questions or registration assistance, please contact firstnationschoolevents@fnesc.ca



AUGUST - SEPTEMBER 2025

SCHOOL START-UP VIRTUAL INFORMATION SHARING SESSIONS **AUGUST - SEPTEMBER 2025**

DATE	TIME	WORKSHOP	SUGGESTED AUDIENCE
May 8	3:30-4:30 pm	DRUMS for Principals - Important Decisions to Start the Year	Principals
Aug 20	10:00-11:00 am	DRUMS for Principals - Important Decisions to Start the Year	Principals
Aug 26	11:00-12:00 pm	Getting DRUMS Ready for Report Cards	Principals Admin. Assistants
	1:00-3:00 pm	K4 Year Planning for Success	K4-Educators
	9:00-11:00 am	Year Planning for Success - K-12	Teachers EAs
Aug 27	3:00-4:00 pm	Supports for Students with Exceptionalities Program Information Sharing - Session1	Principals LATs
	9:00-11:00 am	Unit Planning for Success-K-12	Teachers EAs
Aug 28	9:00-10:00 am	Assessments and Interventions for Students with Suspected Exceptionalities	LATs
	9:00-11:00 am	Lesson Planning for Success-K-12	Teachers Eas
	1:00-2:00 pm	Criminal Record Checks: What You Need to Know!	Principals Education Coordinators
	2:00-4:00 pm	The Role of an EA in Supporting Student Success	Education Assistants
Aug 29	1:00-2:00 pm	Options for Students in Non-Independent First Nation Schools to Access Credits for the BC Graduation Certificate (The Dogwood Diploma)	HS Principals Teachers Guidance Counsellors
	10:00-12:00 pm	How Principals & Teachers Can Support EAs' Professional Growth	Principals Teachers
	1:00-2:00 pm	Student Record Keeping for Grades K to 8 - Session 1	Principals Admin. Assistants
Sep 3	2:00-3:00 pm	Getting DRUMS Ready for Report Cards	Principals Admin. Assistants
Sep 4	2:00-4:00 pm	First Nation Languages and Culture Program Annual Information Sharing	Principals Language Teachers
Sep 5	3:30-4:30 pm	Working with SLPs and OTs	Principals Lats
Sep 9	11:00-12:00 pm	Nominal Roll Adult Education Funding	Adult Educators
Sep 10	1:00-2:00 pm	Supports for First Nation Adult Secondary Education	Adult Educators
	3:30-4:30 pm	Record Keeping for Graduation: Grades 10-12	Principals Admin. Assistants
Sep 11	1:00-2:00 pm	BC First Nations Education Funding Handbook and Estimator Tool	Principals Education Coordinators
	2:30-3:30pm	Nominal Roll, 1701s, and Reciprocal Tuition	Principals Education Coordinators
Sep 16	2:00-3:00 pm	Traditional IEP Overview - Session 1	LATs Principals
	3:30-4:30 pm	SSEP School Grants for K-12 Programs	Principals LATs
Sep 17	9:00-10:00 am	Traditional IEP Overview - Session 2	LATs Principals
	3:30-4:30 pm	SSEP School Grants for Adult Education Secondary Education Programs	Principals LATs
Sep 18	2:00-4:00 pm	First Nations Languages and Culture Program Annual Information Sharing	Principals Language Teachers
Sep 19	3:30-4:30 pm	Supports for Students with Exceptionalities Program Information Sharing - Session2	Principals LATs
Sep 24	3:30-4:30 pm	Report Card Planning for Principals	Principals
Sep 25	1:00-2:00 pm	DRUMS for Principals - Important Decisions to Start the Year	Principals
	2:00-3:00 pm	Competency-Based IEP Overview - Session 1	LATs Principals
Sep 26	9:00-10:00am	Competency-Based IEP Overview - Session 2	LATs Principals
	3:30-4:30 pm	Student Record Keeping for Grades K to 8 - Session 2	Principals Admin. Assistants
Oct 6	3:30-4:30 pm	Supporting Student Progress Reporting	Principals Teachers
Oct 7	3:30-4:30 pm	Guiding Your Education Journey for Families - Facilitator's Guide	Principals Guidance Counsellors Teachers

For questions or registration assistance, please contact firstnationschoolevents@fnesc.ca

Assessments and Interventions for Students with Suspected Exceptionalities

LATs

This session will provide First Nation schools with information about when a student may need a formal assessment (e.g., Ed Psych, SLP/OT, Level B): how to determine if a student requires formal assessment; what kind of assessment may be needed; how formal assessments can support student learning; and other supports and interventions that are available while awaiting assessment.

Lila Lund and Brettney Howard, IEP Coaches

Aug 28	9-10 am	REGISTER
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BC First Nations Education Funding Handbook and Estimator Tool

PRINCIPALS | EDUCATION COORDINATORS

The BC First Nations Education Funding Handbook was prepared by FNEC and the FNSA to explain Indigenous Services Canada's British Columbia Tripartite Education Agreement (BCTEA) Funding Detail Budget Report Table that is sent to First Nations each year. This table shows the components of the BCTEA funding calculations for First Nation schools in BC. This session will provide detailed information about how First Nation schools are funded and the variables that affect funding levels.

Jan Haugen, Director, Executive Services & Community Support
AJ Orena, Manager, Data Analysis

Sep 11	1-2 pm	REGISTER
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Competency-Based IEP Overview

LATs AND PRINCIPALS

This session is intended for Learning Assistance Teachers (LATs) and principals who are interested in learning more about competency-based (CB) Individual Education Plans (IEPs). The workshop will guide participants through the basics of profile development, universal essential supports, core and curricular competency-based goals and objectives, and progress monitoring.

Jacquie Ledoux - Team Lead, IEP Coaches
Brettney Howard - IEP Coach
Lila Lund - IEP Coach

Session 1: Sep 25	2-3 pm	REGISTER
Session 2: Sep 26	9-10 am	REGISTER

Criminal Record Checks: What You Need to Know!

PRINCIPALS | EDUCATION COORDINATORS

This session will review when First Nation schools should obtain criminal records checks, how to implement them, and what to do with the information received. It will also review how to update criminal record checks for existing employees, and the contractual terms First Nation schools will want to include in employment contracts and personnel policies to address these issues.

Keith Mitchell, Harris and Company

Aug 28	1-2 pm	REGISTER
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DRUMS for Principals - Important Decisions to Start the Year

PRINCIPALS

When setting up for a new school year using DRUMS, several decisions must be made by the principal. All principals of schools that use DRUMS should attend this session, which will provide an overview of DRUMS School Year Start-up and a detailed checklist for this process.

Joe McHale, Senior Manager, Secondary Graduation

May 8	3:30 - 4:30 pm	REGISTER
Aug 20	10 - 11 am	REGISTER
Sep 25	1 - 2 pm	REGISTER

First Nation Languages and Culture Program Annual Information Sharing

PRINCIPALS | LANGUAGE TEACHERS

We invite you to join us to learn about the First Nation Language and Culture Program (FNLCP) for First Nation schools. These sessions will include discussions about funding, reporting, new resources, the First Nation Language Teacher Mentor Apprenticeship Program (FNLTMAP), and language and culture coaching support.

Clayton Grice, Director Language and Culture

Sep 4	2-4 pm	REGISTER
Sep 18	2-4 pm	REGISTER

Getting DRUMS Ready for Report Cards

PRINCIPALS | ADMIN. ASSISTANTS

Important decisions made by the principal at the beginning of the school year will ensure that DRUMS-based Report Cards are set up for success. How will you structure your terms? What courses are you offering? Will you use Standards-Based Report Cards? Making these decisions early and making a plan to communicate them to educators will contribute to a smooth report card process and quality report cards.

Joe McHale, Senior Manager, Secondary Graduation

Aug 26	11-12pm	REGISTER
Sep 3	2-3pm	REGISTER

Guiding Your Education Journey for Families - Facilitator's Guide

PRINCIPALS | GUIDANCE COUNSELLORS | TEACHERS

Join us to review a publication and facilitator's guide for using: *Guiding Your Education Journey: A Handbook for First Nations Families*. This Guide is designed to help you share information with families so they are able to make the best decisions possible about what courses to take - especially in Grades 10, 11, and 12. It can also help with planning for post-secondary education and future careers.

Mandy Marcy, Specialist, Graduation Programs

Oct 7	3:30-4:30 pm	REGISTER
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How Principals & Teachers Can Support EAs' Professional Growth

PRINCIPALS | TEACHERS

This workshop will highlight a resource designed to support both teachers and principals working with Education Assistants (EAs). Many First Nation schools rely on EAs to support students in their learning, and classrooms benefit greatly from their support. Building effective relationships, understanding the roles of an EA, as well as supporting and supervising an EA, will all be covered in this session. *This session will be a repeat of the session offered last year.*

Karen Linkert, Director Instructional Services

Aug 29 10 - 12 pm

[REGISTER](#)

K4 Year Planning for Success

K4-EDUCATORS

Join us for an information session on unit and/or theme-based planning for K4 programs. Having theme plans ensures K4 teachers are introducing students to a variety of content and experiences, and are intentional in scope and sequence. This will be an interactive workshop with time to share and hear ideas from others.

Cindy Lee Mathew, Team Lead, Instructional Services
Rebecca Burrows, Manager, First Nation School Programs

Aug 26 1 - 3 pm

[REGISTER](#)

Lesson Planning for Success-K-12

TEACHERS | EAs

Now that your year plan and unit plans are complete, it's time to focus on how you are going to deliver them! Effective lesson planning is integral to good instruction and the best way to ensure you are making the most out of the time you have with your students. In this session we will introduce a basic lesson planning structure and guide you through creating your first lesson plan.

Rebecca Burrows, Manager, First Nation School Programs

Aug 28 9 - 11 am

[REGISTER](#)

Nominal Roll, 1701s, and Reciprocal Tuition

PRINCIPALS | EDUCATION COORDINATORS | ISC REPRESENTATIVES

In this workshop, ISC will provide an overview of the current Nominal Roll instructions and there will be an opportunity for questions about how to include eligible students on the Nominal Roll. FNEC staff will also briefly describe the purpose of the 1701 Student Data Collection Form, as well as the reciprocal tuition process, which allows First Nation to access funding for students who are ordinarily resident off-reserve.

Jan Haugen, Director, Executive Services & Community Support
Barbara Kavanagh, Research Advisor, FNEC

Sep 11 2:30 to 3:30pm

[REGISTER](#)

Nominal Roll Adult Education Funding

ADULT EDUCATORS

This session is for First Nation schools and adult education centres that enroll adult students. Indigenous Services Canada (ISC) staff will provide an overview of how to access ISC funding for non-graduated and graduated adults and how to complete the Nominal Roll for adult students.

Indigenous Services Canada Representatives

Sep 9 11-12 pm

[REGISTER](#)

Options for Students in Non-Independent First Nation Schools to Access Credits for the BC Graduation Certificate (The Dogwood Diploma)

HIGH SCHOOL PRINCIPALS | TEACHERS | GUIDANCE COUNSELLORS

We are excited to share a resource for schools that offer grades 10 - 12 and adult secondary education programs: *Options for Students in non-Independent First Nation Schools to Access Credits for the BC Graduation Certificate (the Dogwood Diploma)*. This resource outlines course options that Non-Independent First Nation schools can offer that will allow students in grades 10-12, including adult students, to earn credit towards graduation.

Mandy Marcy, Specialist, Graduation Programs
Joe McHale, Senior Manager, Secondary Graduation

Aug 29 1-2 pm

[REGISTER](#)

Record Keeping for Graduation: Grades 10-12

PRINCIPALS | ADMIN. ASSISTANTS

If you have students in grades 10-12, this workshop will help you ensure DRUMS is set up to correctly maintain their student records. Learn about the School Secure Web, GRAD (formerly TRAX), and how to transfer student records to the Ministry of Education and Childcare in order to graduate students

Joe McHale, Senior Manager, Secondary Graduation

Sep 10 3:30-4:30 pm

[REGISTER](#)

Report Card Planning for Principals

PRINCIPALS

The school's report card strategy should be determined early in the school year. This presentation is designed for new principals, but it may also be useful for any principal who is considering their school's report card strategy. At the end of this presentation, a school principal will have a good understanding of key considerations for a school's report card strategy.

Rebecca Burrows, Senior Manager, First Nation School Programs
Joe McHale, Senior Manager, Secondary Graduation

Sep 24 3:30-4:30 pm

[REGISTER](#)

SSEP School Grants for Adult Education Secondary Education Programs

PRINCIPALS | LATs

This session is intended to specifically support First Nation Adult Secondary Education Centres and schools that enroll adult students, providing an overview of how to complete workplans on the SSEP portal. Sample budgets and examples of eligible activities will be shared. SSEP staff can answer questions about which students are eligible to access activities funded through various SSEP grants. An optional SSEP Portal walkthrough will be provided at the end of the session.

Kyla Blair, Senior Manager, Special Education

Sep 17 3:30-4:30 pm

[REGISTER](#)

SSEP School Grants for K-12 Programs

PRINCIPALS | LATs

This session will provide an overview of how to complete workplans on the SSEP portal; sample budgets and examples of eligible activities will be shared. SSEP staff can answer questions about which students are eligible to access activities funded through various SSEP grants. An optional SSEP Portal walkthrough will be provided at the end of the session.

Kyla Blair, Senior Manager, Special Education Program

Sep 16 3:30-4:30 pm

[REGISTER](#)

Student Record Keeping for Grades K to 8

PRINCIPALS | ADMIN. ASSISTANTS

Are you responsible for managing Student Records at your school? If so, this workshop will review the Student Record Keeping Handbook for First Nation Schools in BC. This workshop will provide information for establishing and maintaining effective student record keeping practices – focusing on elementary and middle school levels.

Keri Blacker, Regional Principal

Session 1: Aug 29 1-2 pm

[REGISTER](#)

Session 2: Sep 26 3:30-4:30 pm

[REGISTER](#)

Supporting Student Progress Reporting

PRINCIPALS | TEACHERS

This session will provide an overview of a Student Progress Reporting Handbook for First Nation Schools, which provides information for teachers and school leaders related to communicating student progress, including some helpful information about planning for and writing report cards and standards-based reporting.

Rebecca Burrows, Senior Manager, First Nation School Programs
Joe McHale, Senior Manager, Secondary Graduation

Oct 6 3:30-4:30 pm

[REGISTER](#)

Supports for First Nation Adult Secondary Education

ADULT EDUCATORS

Are you new to running an adult education center, or would you like to learn more about how to support adult students in your school? Please join us for an overview of the resources available for First Nation schools and adult education centres that enroll adult students.

Lauranne Hutton, Director Secondary Graduation and Adult Education
Jenessa Loewen, Senior Manager Secondary Graduation and Adult Education

Sep 10 1-2 pm

[REGISTER](#)

Supports for Students with Exceptionalities Program (SSEP) Annual Information Sharing

PRINCIPALS | LATs

These sessions are intended to specifically support First Nation schools who are supporting students with exceptionalities. They will provide an overview of SSEP School Grants, SLP/OT Grants, and Additional Funding Grants. They will also cover how to complete workplans on the SSEP portal and will review sample budgets. SSEP staff can answer questions about which students are eligible to access activities funded through SSEP grants and how to show that they meet eligibility requirements.

Kyla Blair and Sarah Wex - Senior Managers, Special Education

Session 1: Aug 27 3-4 pm

[REGISTER](#)

Session 2: Sep 19 3:30-4:30 pm

[REGISTER](#)

The Role of an EA in Supporting Student Success

EDUCATION ASSISTANTS

Whether you are a seasoned Education Assistant (EA) or new to this rewarding work, this session might be for you. During this workshop, we will be highlighting skills and attitudes that are essential for the role, as well as identifying possible areas for professional growth. *This session will be a repeat of the session offered last year*

Karen Linkert, Director Instructional Services

Aug 28 2-4 pm

[REGISTER](#)

Traditional IEP Overview

LATs | PRINCIPALS

This session is intended for Learning Assistance Teachers (LATs) and principals who are interested in learning more about the traditional Individual Education Plan (IEP) process. This session will provide an overview of traditional SMART goal IEPs. The workshop will guide participants through the basics of profile development, universal and essential supports, SMART (Specific, Measurable, Attainable, Results-oriented, Time-bound) goals, and progress reviews.

Jacquie Ledoux - Team Lead, IEP Coaches
Brettney Howard - IEP Coach
Lila Lund - IEP Coach

Session 1: Sep 16 2-3 pm

[REGISTER](#)

Session 2: Sep 17 9-10 am

[REGISTER](#)

Unit Planning for Success-K-12

TEACHERS | EAs

Now that you have a better understanding of the components of the BC Curriculum and have used them to create a basic year plan to get you started, it's time to plan your units in more detail! We will guide you through a simple unit planning structure and support you in creating one of your own.

Rebecca Burrows, Manager, First Nation School Programs

Aug 27 9 - 11 am

[REGISTER](#)

Working with SLPs and OTs

PRINCIPALS | LATs

Kick your relationship with your SLP or OT into high gear! SLP and OT approaches can vary widely, making relationships confusing to navigate. In this session, we will answer various questions such as: What can I ask for from my therapist? What approaches are out there and what should I do if I want to try something different? How should I bring up feedback? We'll also cover the basics of working with an SLP/OT, such as the referral and assessment process, and how to access and connect with FNEsc OTs and SLPs. You can leave this session with confidence to work meaningfully with OTs and SLPs.

Sarah Wex, Senior Manager, Special Education Program

Sep 5 3:30-4:30 pm

[REGISTER](#)

Year Planning for Success - K-12

TEACHERS | EAs

It's the beginning of another school year, and unpacking the curriculum to create a comprehensive year plan can be a daunting task. Whether you are new to teaching or want to pick up some fresh tips to hone your year-planning skills, join us as we navigate the BC curriculum and share some helpful strategies. We will guide you through the process as you create a year plan of your own.

Megan Burkholder, Instructional Coach, K-9

Aug 26 9 - 11 am

[REGISTER](#)