



Community. Leadership. Pride.

**Policy  
2015-14**

# Education Allowances

	<b>AUTHORIZED BY</b>	ȳilmix <sup>w</sup> m nał səx <sup>w</sup> k <sup>w</sup> inaŋməm/Chief and Council
	<b>EFFECTIVE DATE</b>	2023-11-29
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## Education Allowances

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2020-02-13	02	Policy 2015-14 Education Allowances approved by Council resolution #200210-11 on 2020-02-10 and signed by the Director of Operations on 2022-02-13.	
2023-11-29	03	Policy 2015-14 Education Allowances approved by Council resolution #231114-06 on 2023-11-14 and signed by the Director of Operations on 2023-11-29.	

# Education Allowances

## 1. Policy

Through assisting with education costs for its *i? sqilx<sup>w</sup> t! stqá?tk<sup>w</sup>+niwt*/Members, *stqá?tk<sup>w</sup>+niwt sqilx<sup>w</sup>*/Westbank First Nation (WFN) honours its responsibility to its people, promotes self-determination as a community, and helps promote a healthy and prosperous future to ensure the continued existence of WFN as a strong political, social, cultural, and sustainable community. Education allowances provides Members and students listed on WFN's Nominal Roll, who are attending an elementary or secondary school, with funding for certain education-related needs that are unavailable to them through alternate arrangements.

## 2. Purpose

The purpose of this Policy is to outline the education allowances available and the eligibility criteria for accessing them.

## 3. Scope

This Policy applies to Members, students on WFN's Nominal Roll, and *səx<sup>w</sup>k<sup>w</sup>u!m*/Workers responsible for administering this Policy.

### a) Education Allowance for School Supplies and Fees

An education allowance, designed to subsidize the cost of school supplies and fees, is available to Members and those listed on WFN's Nominal Roll who;

- i. Are currently registered at a public or private school recognized by the British Columbia Ministry of Education (Ministry) as an elementary or secondary institution,
- ii. Are between the ages of *mus*/four (4) and *?uph<sup>kst</sup> ə† xəh<sup>nut</sup>*/nineteen (19),
- iii. Are not eligible to receive, at no charge, school supplies and fees through an alternate source; and
- iv. Submit a completed Education Allowance Application (Appendix A) to the Education Resource Coordinator in accordance with Section 3.c) of this Policy.

### b) Education Allowance for Public Transit

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- i. An education allowance for public transit is available to Members only and who;
  - 1) Are between the ages of four (4) and nineteen (19),
  - 2) Are currently registered at a public or private school that;
    - (a) Is recognized by the Ministry,
    - (b) Is located within the boundaries of the Central Okanagan region; and
    - (c) Has specific programs to enhance the students' educational goals, talents, and skills,
  - 3) Are ineligible to receive transit through School District No. 23 (SD23) at no charge; and
  - 4) Submit a completed Education Allowance (Appendix A) to the Education Resource Coordinator in accordance with Section 3.c) of this Policy.
- ii. Education allowances for public transit are based on standard rates.
- iii. Education allowances are not available to replace transit passes that have been lost or misplaced.
- c) Separate applications must be submitted to the Education Resource Coordinator for each student eligible for an education allowance under this Policy.
- d) The Education Resource Coordinator must be informed if a student receiving an education allowance withdraws from school or moves out of the Central Okanagan region.

## 4. Responsibilities

- a)  $yí\ s\acute{x}w\acute{k}w\acute{i}nma\acute{?}m$ /Council is responsible for establishing an annual budget to ensure commitment to this Policy on a best efforts basis.
- b) The Director, Community Services, is responsible for making decisions on Education Allowance Applications (Appendix A), in accordance with the provisions of this Policy.

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- c) The Education Resource Coordinator is responsible for;
  - i. Receiving and reviewing Education Allowance Applications (Appendix A) to ensure they are complete prior to review by the Director, Community Services,
  - ii. Notifying applicants if any item on their Education Allowance Application (Appendix A) is approved or declined,
  - iii. Forwarding requests for payment for eligible items under this Policy to Financial Services; and
  - iv. Completing and submitting the Education Allowances Annual Report (Appendix B) required under Section 5. of this Policy.
- d) Financial Services is responsible for processing payments under Section 4.c)iii. of this Policy.
- e) Parents/Guardians and students are responsible for;
  - i. Submitting a completed Education Allowances Application (Appendix A) in accordance with Section 3.c) of this Policy; and
  - ii. Reporting any changes to their eligibility status to the Education Resource Coordinator.

## 5. Monitoring and Reporting

The Education Resource Coordinator must provide the nuk'wciwixtn ýilmix'wm siya?/Chief Saskatoon Berry Committee and Council with the Education Allowances Annual Report (Appendix B) no later than míktú?tin/May 31 of each year.

## 6. Definitions

**“Guardian”** has the same meaning as that in the British Columbia Family Law Act [SBC 2011] c.25 as amended.

**“Nominal Roll”** means a list of First Nation students enrolled in a School within SD23 as of sk'əlwístən/September 30 of a school fiscal year, and approved by WFN. The Nominal Roll does not change even if one or more First Nation students withdraws from, or is excluded from, a school program after September 30.

## Education Allowances

“**Worker**” (səx<sup>w</sup>k<sup>w</sup>u<sup>l</sup>m) means any employee, volunteer, contractor, client, or other visitor who performs tasks on behalf of WFN at any WFN workplace through a formal arrangement including, but not limited to, an employment agreement, contract, remote work agreement, or approved volunteer application.

## 7. Cultural Context

### a) Cultural Context of Policy

Learning has always been a central theme in traditional syilx culture. For centuries prior to first contact, the syilx learned to live in harmony with the world around them. Knowledge was handed down in the form of captík<sup>w</sup>†, traditional stories that taught about syilx laws, customs, values, governance structures, principles, and how to relate to and live on the land. These stories contain numerous layers of information and wisdom for living and solving the challenges of life. This practice was significantly disrupted during the era of residential schools when children were separated from their families and community and prohibited from speaking their language or practicing their culture. In contrast to this unfortunate chapter of syilx history, WFN places extreme importance on proactively encouraging, supporting, and participating in the education of its Members in order to help them attain their personal educational goals and full education potential while embracing who they are as individuals and as syilx people.

### b) Cultural Context of Definitions

**i? sqilx<sup>w</sup> tı stqá?tk<sup>w</sup>†niwt (Members)** The people (i? sqilx<sup>w</sup>) from stqá?tk<sup>w</sup>†niwt sqilx<sup>w</sup>/Westbank First Nation.

**kətc’ac’a†tən (November)** Moon of the cold (c’a†t means cold).

**míktú?tin (May)** Moon of sunflower seeds (smúk<sup>w</sup>a?xm means sunflower).

**səx<sup>w</sup>k<sup>w</sup>u<sup>l</sup>m (Worker)** The literal translation of səx<sup>w</sup>k<sup>w</sup>u<sup>l</sup>m is “the person or profession” (səx<sup>w</sup>) “to work, fix, or create” (k<sup>w</sup>u<sup>l</sup>). The root of səx<sup>w</sup>k<sup>w</sup>u<sup>l</sup>m comes from k<sup>w</sup>†ncutn, the word for “Creator”. WFN’s səx<sup>w</sup>k<sup>w</sup>u<sup>l</sup>m are, in a sense, creators, working to provide important and valuable programs, services, and tools, and to solve issues as they arise, to ensure a productive, excellent, and fruitful government and community. The word also denotes value. Originating



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from the Creator, səx<sup>w</sup>k<sup>w</sup>ulm have inherent value and are to be treated as such by their supervisors, colleagues, and clients.

**səx<sup>w</sup>k<sup>w</sup>ulm kíl yŋayŋat (Director of Operations)** The Director of Operations is the səx<sup>w</sup>k<sup>w</sup>ulm who is over (kíl) everyone (yŋayŋat). Through their team of Directors, they oversee all WFN's səx<sup>w</sup>k<sup>w</sup>ulm.

**sk'əlwístən (September)** Moon of the spawning fish (sk'əlwíst means spawning fish).

**stqá?tk<sup>w</sup>niwt sqilx<sup>w</sup> (Westbank First Nation)** The people (sqilx<sup>w</sup>) living where wind blows (niwt) and forms swamps or puddles alongside a large lake (stqá?tk<sup>w</sup>). Being a windy area, the winds would cause the water to wash upon the shore leaving puddles and pools to cleanse the land and which would either seep into the land, creating wet, marshy areas or wash back into the lake. This area has been identified as the portion of syilx territory from Antler's Beach/Hardy Falls area to around the Gellatly/Green Bay area (essentially from the bend in the lake along the whole shoreline) but it includes a few other areas, including x<sup>w</sup>ał mnik, the area closer to Tsinstikeptum Indian Reserve #10 and many other areas that have specific place names.

**yílmix<sup>w</sup>m nał səx<sup>w</sup>k<sup>w</sup>ina?məm (Chief and Council)** The Chief of WFN has been chosen by the people to be the overall manager or leader (yílmix<sup>w</sup>m) of WFN. This leadership position is one of servanthood and self-sacrifice. Traditionally, the yílmix<sup>w</sup>m represented the will of the people in carrying out the rights of being syilx, as well as representing the guarantee that the syilx will continue on. The yílmix<sup>w</sup>m also represented good decisions of the people while protecting the land and the natural laws. yílmix<sup>w</sup>m's willingness to be a good role model and lead by example through lifestyle, experience, and wisdom sets the example for səx<sup>w</sup>k<sup>w</sup>ina?məm, the other members of Council chosen by the people to be responsible for (səx<sup>w</sup>) working (k<sup>w</sup>) to oversee things (inma?m), and for the youth, and for all the people. In seeking to lead well, yílmix<sup>w</sup>m nał səx<sup>w</sup>k<sup>w</sup>ina?məm are dependent on each other's willingness to sacrifice for the good of others. Traditionally, səx<sup>w</sup>k<sup>w</sup>ina?məm were those chosen to oversee hunting and fishing or to serve as a sort of enforcer of community laws but the term has now been broadened to incorporate the oversight of government. "nał" is simply the nsyilxcn term for "and".



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**yí səx<sup>w</sup>k<sup>w</sup>ínmaʔm̄ (All Council Members/Council)** Those who have been chosen by the people to be responsible for (səx<sup>w</sup>) working (k<sup>w</sup>) to oversee things (ínmaʔm̄). Traditionally, yí səx<sup>w</sup>k<sup>w</sup>ínmaʔm̄ were chosen to oversee hunting and fishing or to serve as policemen but the term has now been broadened to incorporate the oversight of government.

**ʔupn̄kst ət̄ ʔəx̄n̄ut (Nineteen) (19)** Ten (ʔupn̄kst) and (ət̄) nine (ʔəx̄n̄ut).



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### 8. Approval

This Policy was approved by Council resolution #231114-06 on the 14<sup>th</sup> day of kətc'ac'ałtən/November, 2023 and signed by the Director of Operations on the 29<sup>th</sup> day of November, 2023.

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Dolores Ellingboe, səx<sup>w</sup>k<sup>w</sup>ulm kł yɣayɣat/Director of Operations



## Education Allowances

### 9. References and Related Authorities

#### WFN Governance

[stqá?tk<sup>w</sup>+niwt i? Stk<sup>w</sup>nk<sup>w</sup>inpla?s/Westbank First Nation Constitution](#)

[i? sckwłt skčxwipla?tat i? kachla?pusa?x/Comprehensive Community Plan](#)

[Policy 2015-01 Governance Instrument Creation, Revision, and Rescindment](#)

[Policy 2019-03 Education Program](#)

### 10. Attachments


**Appendix A** – Education Allowance Application

**Appendix B** – Education Allowances Annual Report



# Education Allowances

## Appendix A - Education Allowance Application (page 1)

 <b>Education Allowance Application</b> Education Program, 1900 Quail Lane, Westbank, B.C. V4T 2H3 Phone: 250-768-0227 Fax: 250-768-0528 <i>To be completed for students requesting an Education Allowance            in accordance with Policy 2015-14 Education Allowances</i> <b>Protected when submitted</b>		
STUDENT AND SCHOOL INFORMATION		
Name of Student		<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth (YYYY/MM/DD)		Grade
Status Number	First Nation Name	
Name of Parent/Guardian		Phone Number
Mailing Address		Email Address
City	Province and Postal Code	<input type="checkbox"/> On Westbank Lands <input type="checkbox"/> Off Westbank Lands (WFN Members only)
School where the student is attending:		School Year:
<input type="checkbox"/> sensisyusten House of Learning <input type="checkbox"/> Webber Road Elementary <input type="checkbox"/> Hudson Road Elementary <input type="checkbox"/> Chief Tomat Elementary <input type="checkbox"/> Shannon Lake Elementary <input type="checkbox"/> Mar Jok Elementary School		
<input type="checkbox"/> Constable Neil Bruce Middle <input type="checkbox"/> Glenrosa Middle School <input type="checkbox"/> Mount Boucherie Secondary School <input type="checkbox"/> Central Program <input type="checkbox"/> Other (please specify):		
<b>Education allowance being applied for (Please check all that apply):</b> <input type="checkbox"/> School Supplies and Fees <input type="checkbox"/> Public Transit (WFN Members only)		
INFORMATION RELEASE AUTHORIZATION		
I hereby consent to the release of attendance and registration records from my child's school officials to Westbank First Nation (WFN) for the purpose of confirming eligibility for education assistance. Please make education allowance funds payable to: <input type="checkbox"/> Student <input type="checkbox"/> My Parent/Guardian by: <input type="checkbox"/> Cheque delivered by: <input type="checkbox"/> Pick up at Community Services <input type="checkbox"/> Mail <input type="checkbox"/> Direct deposit (Electronic Funds Transfer must be set up with WFN)		
Signature (Must be Parent/Guardian if applicant is under 19 years of age)		Date:

The personal information on this form is collected under section 15 of the WFN Freedom of Information and Protection of Privacy Law and will be used only to evaluate and process Education Allowance applications. Questions may be directed to the Privacy Officer at 250-769-4999.



# Education Allowances

## Appendix A - Education Allowance Application (page 2)

<i>Office Use Only</i>		
<b>School Supplies and Fees</b>		
<input type="checkbox"/> Kindergarten	\$30	Payable in September
<input type="checkbox"/> Grades 1 to 5	\$80	Payable in September
<input type="checkbox"/> Grades 6 to 12	\$150	Payable in September
<input type="checkbox"/> Grades 6 to 12	\$100	Payable in January
<b>Public Transit</b>		
<input type="checkbox"/> Approved at standard public transit rate	\$	
<b>Total Education Allowance</b>	\$	
Payment Code: 01-2-101000-65215		
If the application or a portion thereof is denied, please state the reasons below:		
Name of Education & Social Development Representative		Position
		•
Signature		Date

*The personal information on this form is collected under section 15 of the WFN Freedom of Information and Protection of Privacy Law and will be used only to evaluate and process Education Allowance applications. Questions may be directed to the Privacy Officer at 250-769-4999.*



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## Appendix B – Education Allowances Annual Report



### Education Allowances Annual Report

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Reporting Year

Total \$ Funded This Fiscal Year

To be completed by the Education Resource Coordinator, reviewed by the nuk<sup>w</sup>cwixtn yilmix<sup>w</sup>m siya<sup>?</sup>/Chief Saskatoon Berry Committee, and submitted to yilmix<sup>w</sup>m na<sup>?</sup> sax<sup>w</sup>k<sup>w</sup>ina<sup>?</sup>mam/Council each year by mi<sup>k</sup>tú<sup>?</sup>tin/May 31.

(e.g. 2021.22   2022.23   2023.24) →	Previous Year	Previous Year	Current Year
A. Total number of Education Allowance Applications submitted.			
B. Total number of i <sup>?</sup> sqilx <sup>w</sup>   stqá <sup>?</sup> tk <sup>w</sup> ni <sup>w</sup> t/Members approved for education allowances.			
C. Amount of funding expended for educational allowances for Members:			
a. School Supplies and Fees			
b. Public Transit			
D. Total number of non-Members approved for a School Supplies and Fees education allowance			
E. Amount of funding expended for non-Members for a School Supplies and Fees education allowance			
F. Total amount of funding expended for education allowances.			
Additional comments:			
Education Resource Coordinator Signature & Date:	<input type="text"/>		
nuk <sup>w</sup> cwixtn yilmix <sup>w</sup> m siya <sup>?</sup> /Chief Saskatoon Berry Chair Signature & Date:	<input type="text"/>		