

431 EDUCATION SUPPORT BURSARY

Belief

The Maskwacis Education Schools Commission (MESC) follows the cultural and traditional teachings of the Maskwacis Cree, in particular, Wahkohtowin.

Wahkohtowin is the belief that all things are related and connected, that all of existence has spirit and that living in a good way requires us to maintain good relationships with each other and other aspects of existence. We recognize that respect for mother earth, elders, youth, and the Treaties are paramount to planning ahead and making decisions for future generations.

The MESC will cultivate talented individuals who would benefit from further educational attainment to enhance their performance. The MESC believes that educational support provides learning opportunities, agreed upon between the employee and the employer, which will benefit the MESC and further its strategic objectives. Education support provides the opportunity for employees to enhance their knowledge, skills and abilities in areas identified by the MESC as critical existing or future needs.

Procedures

1. The MESC will abide by the following key principles when determining whether to provide educational support. These principles include:
 - 1.1. Priority Positions: The educational support should relate directly to the MESC's vision and mission must have strong potential to benefit the organization and build capacity within the MESC identified priority areas. The Executive will determine priority positions based on the MESC's needs.
 - 1.2. Determination of Appropriate Programs: The program of study has to be recognized and offered by an accredited institution.
 - 1.3. Disclose other Financial Supports: Employees who are eligible to receive financial support from their First Nations or other Indigenous community for their educational programs are required to do so before seeking financial support from the MESC. Employees will be required to provide proof of the level of support (or lack of support) available from their communities or other sources. The costs of educational support are limited to annual budget allocation and may vary from year to year.
2. Employees must have a minimum of five years' service before applying for

an education support bursary.

3. Employees may apply for an education support bursary. Applications must be submitted to the Associate Superintendent of People Services by December 1.
4. Employees must reapply annually as continuous funding is not guaranteed from year to year.
5. The Associate Superintendent of People Services will forward the educational support bursary application to the selection committee. The committee shall have the right to approve or deny the application.
6. All employees who are approved for educational support shall enter into an agreement with the MESC.
7. The maximum contribution for the education grant will be up to a maximum of \$10,000.00 or actual cost annually based on the school year. The bursary will be up to a maximum of 10 employees annually.

Role and Responsibilities:

8. The employee will: Submit this application to the Associate Superintendent of People Services by December 1.
9. People Services will:
 - 9.1. Forward all approved application submissions to the Selection Committee
 - 9.2. File all information into the employee's personnel file
 - 9.3. Create the Education Support Agreement and forward for signatures
10. The Selection Committee
 - 10.1. The Audit and Finance Committee will review and approve successful applications based on Selection Criteria for Review of Application Submissions by February (Appendix 1).



Appendix 1: Educational Support Bursary Criteria

The MESC Education Support Committee must ensure the selection process is fair, transparent and supports the 4 core values of Îyiniw Mâmitonehikan, Nehiyawewin, Nehiyaw Pimâtisôwin and Wahkohtowin.

Due to limited financial resources, all applications will be evaluated and rated on the following criteria:

Criteria:

- 1) Priority Position: Does the educational request result in a position identified as a priority by MESC?
- 2) Term of Employment: Has the Employee been employed for at least 5 years with MESC?
- 3) Accredited Institution: Program is offered by a recognized post-secondary institution or certifying body?

Criteria	MEETS REQUIREMENT:	
Priority Position	YES / NO	
Term of Employment	YES / NO	
Accredited Institution	YES / NO	
Total	YES / NO	
APPROVED/DENIED:		