

Kassandra Churcher

Summary:

Experienced director and school administrator with a demonstrated history of working in the areas of pedagogical leadership and coaching.

Skills:

Strategic planning and execution
Presentation and training
Coaching and leadership
Organizational restructuring

Professional Experience

Executive Director, Canadian Association of Elizabeth Fry Societies 2017

- To review policies and procedures of the Association and to recommend changes, where necessary.
- To provide the Executive and Board members with a full knowledge of the operation of the Association.
- To implement decisions made by the Board of Directors and the Executive Committee.
- To act as an ex officio member of all committees of the Association.
- To ensure that committees are provided with staff, administrative and logistical support, according to the priorities of the Board, to facilitate their work
- To develop increased public and government awareness of the needs and concerns of women in the justice system, with particular emphasis on criminalized and imprisoned women serving federal sentences.
- To interpret and support Board of Directors' policies and decisions to the government and the public at large, in consultation with the President.
- To act as a representative of CAEFS to the public at large and with the media for the purpose of promoting the Association's policies and goals.

Director, School Operations, Complementary Services and IT Kativik School Board 2015-2017

- Supervised 42 school principals and local administrators (17 schools, 14 communities 3 language sectors)
- Provided expertise to all administrators of the school board so as to promote the optimal management of the schools;
- Developed the objectives and strategies of the school board for the management of our schools and determining the annual action plan;
- Oversaw the distribution of the teaching staff, other staff and the student population among the various schools;
- Developed IT department overview, project planning including short term and long term objectives ' Ensured that policies concerning student forecasts, school calendars, timetables, creation of groups, enrolment, placement and promotion of students are developed;
- Determined the duties of the staff while ensuring its supervision and evaluation including all principal, vice-principal and Centre director's positions;
- Prepared, administered and monitored the budget;
- Reported to the Director General, Boards executive and Commissioners

Assistant Director-Coordinator, School Operations
Kativik School Board

2013-2015

- Responsible for student behaviour support (both minor and major incidents), special needs department ' Developed and implemented student reintegration procedures following behaviour or bullying incidents involving suspension
- Facilitated parent and community meetings regarding student safety and well-being
- Maintained student information systems (GPI, Ariane, Charlemagne) registration and departures ' Responsible for student data collection (initiated data driven decision making)
- Developed strategic plan for schools, responsible for local school success plans (indicators, measures, evaluation)

School Principal
Kativik School Board

2011-2013

- Responsible for the administration of educational programs and teaching resources at the primary and secondary levels of the school
- Facilitated parent meetings regarding student success and positive behaviour support systems ' Established professional learning communities to develop best practices exchange both for pedagogical programs and student support ' Managed and operated school budget
- Reported to the local education committee and school council

School Principal
Barrier Lake Education Authority

2007-2010

- Developed in consultation with the parents the local school success plan including indicators and measures
- Researched and implemented new literacy and numeracy programs within culturally relevant mission of community
- Established a teacher assistant training program for in class educational support workers ' Managed and operated school budget
- Reported to the local education committee and school council

Lecturer- Education Department
Concordia University

2005-2010

- Researched and developed courses for undergraduate, pre-service teachers
- Taught introductory courses and fundamental courses in teacher education ' Advised and evaluated student teachers

Educator- Early Childhood Education
Montreal Day Nursery

1996-2001

- Developed theme related programs for early childhood education (18 months-4 years old) ' Maintained student profiles for parent-teacher communication
- Sat on several committees related to fundraising and parental involvement

Education and Training

PhD Education- Culture and Values
McGill University

2007- Current

MA Education Studies-Curriculum
Concordia University

2005-2007

BA Philosophy-Ethics
McGill University

1997-2001

Publications

2010 Paper Presentation. 'Living in the Hyphen: An exploration of Canadian Multiple Identities.' *A Bold New Vision for Canada*. Trudeau Foundation Roundtable Discussion.

2007 Article. 'From the ground up: Connecting theory to research.' *Education Canada* (June 2007)

2007 Book review. 'Eduquer le sujet ethique.' *Journal of Moral Education*. (July 2007)

A French version is available on request

Exhibit: National Inquiry into Missing and Murdered Indigenous Women and Girls		
Location/Phase: <u>Parts 2/3: Quebec</u>		
Witness: <u>Kassandra Churchev</u>		
Submitted by: <u>Christa Big Canoe</u>		
Add'l info: <u>P02-03 P02 P0301</u>		
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