

I. OPENING MEETING

- a. Meeting was called to order at 7:06 PM by Jace Baldosser, Vice-President
- b. Roll Call –
 - i. BOE in attendance: Michele Johnson, Michael Shackelford, Kelsay Shackelford, Jace Baldosser; Absent: Jason Ramos (excused – Rancheria IT upgrade). Quorum established.
 - ii. BOE Staff: Bonnie Mobbs, Alison Robbins
 - iii. Member of the Public Present: David Narum
- c. Pledge of Allegiance – it was noted that there was no flag present in the Tribal Council chambers. *Staff directed to acquire flag for future meetings.*
- d. Special presentations and acknowledgements
 - i. Presentation of the Oath of Office Certificates to BOE – reprinted certificates were signed by those present. Jason Ramos to sign all certificates tomorrow.

II. REPORTS

- a. The Executive Director's Report
 - i. The prepared report was read. Let it be noted that Higher Ed Scholarship Update was unavailable due to a lack of numbers from external sources on the 8th grade scholarship projected recipients for 2020; confirmed dates of BOE Training weekend 3/07/2020 @ 10AM; Info on NYCP & STEP TEA Program Director's meeting 2/17-21 in Denver; New grant from First Nations.
 - ii. Report presented by Bonnie Mobbs, Inter-Executive Director TEA
- b. Financial Reports
 - i. STEP TEA Development Grant – Alison provided the program synopsis which was provided to the Tribal Council January 30. She provided a copy of the budget revision which was submitted in October to US Department of ED. Explanations on why the revision was mandatory due to ED's making a directors meeting mandatory which was not a part of the Notice of Funding Availability (NOFA). Monthly updates on this grant will be provided.
 - ii. NYCP Demonstration Grant: Pathmakers Program – Alison provided the program synopsis which was provided to the Tribal Council January 30. Alison explained the timeframe and fiscal years of the grant which David Narum wrote and was the original Director over. She then provided a summary of year 1's expenditures vs. budget, explaining carryover from year 1, and the combination of the carryover and year 2's budget. She explained the obligations current pending on the grant, and an estimation of a very small carryover of this budget into year 3's

budget which will start 10/01/2020. She pointed out the amount of Indirect which would reimburse the Tribe's general fund.

- iii. Higher Education Scholarship Program - No financial information was available by the time the meeting adjourned. Updates numbers will be available for the March 24th BOE meeting.
- iv. First Nations Native Farm to School Program – Alison provided information on a scholarship which David Narum found to supplement the work being done in curriculum and program development for the Pathmakers Program. The scholarship covers all travel and tuition costs for Alison to attend the Native Farm to School Program in Albuquerque, NM. Alison explained that she will be returning with information which will assist in creating a coordinated program with Blue Lake Elementary and NHUHSD for use of the Tribe's greenhouses, hydroponics, and aquaponics equipment provided under the UIHS Food Sovereignty grant. Updates on this program will be provided monthly.

III. PUBLIC COMMUNICATIONS

David Narum – member of the public; employee of Blue Lake Rancheria, principle grant writer, and education code writer. Speaking about the history of Pathmakers, and extended himself as a resource for the BOE.

IV. CONSENT AGENDA

- a. Contract with Humboldt County Office of Education (HCOE)
 - i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Approval of the negotiated contract (version 1/31/2020) with HCOE for the provision of expert guidance and training, hereby known as the “Tribal Master of Governance Program & Institute for New Board Members” – contract not to exceed \$20,000, funded by STEP TEA Development Grant (Fiscal: 03/281/5300). Draft contract included in BOE Binder.
 - iii. Recommendation: Board approval.
 1. **DISCUSSION**: Jace Baldosser called for discussion. Michael Shackelford asked questions about what HCOE will be providing exactly. Alison explained the need for learning the practical applications of policy and procedures for schools, districts, boards. HCOE will provide training for the BOE and staff on foundational administrative policies and SOPs, as well as working towards the necessary steps to form a Joint Powers Authority.

2. **NOMINATIONS:** Michael Shackelford motions to approve the partnership between the BLR’s BOE and HCOE to support BLR’s TEA STEP Development grant with the objective of providing foundational guidance. Kelsay Shackelford 2nd motion.
 3. **DECISION:** 4-0, motion carries
 4. **ACTION:** Staff is to provide Jason Ramos with the contract for signing, and then provide to HCOE for their signature. Staff instructed to provide future training dates for BOE as soon as they are available.
- b. Contract with Northern Humboldt Union High School District (NHUHSD)
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Approval of the BOE for staff to pursue contract negotiations with NHUHSD, for guidance in designing supplementary educational programming for Career and Technical Education courses to be offered by the TEA and included in the new Education Code. Contract to assure alignment with and non-supplanting of established programming within NHUHSD. Contract not exceed \$5,000, funded by STEP TEA Development Grant (Fiscal: 03/281/5300).
 - iii. Recommendations: Board approval.
 1. **DISCUSSION:** Jace Baldosser called for discussion. Kelsay Shackelford asked for clarification on what the contract would cover. Alison stated that the contract negotiations will cover the design of the Education Code, policy, and procedures for working with NHUHSD so that courses offered at Toma through the Regional Occupational Center and Program will meet all of the standards for Career and Technical Education career pathways the district must meet in order to issue acceptable credit to students for graduation.
 2. **NOMINATIONS:** Kelsay Shackelford motions to pursue contract negotiations, ensuring the contract is not to exceed \$5,000; Michael Shackelford 2nd motion.
 3. **DECISION:** 4-0, motion carries
 4. **ACTION:** Staff is directed to schedule meeting(s) with Roger Macdonald the Superintendent of NHUHSD for contract negotiations. Negotiated contract to be returned to BOE for approval.
- c. Contract with College of the Redwoods
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Approval of the BOE for staff to pursue contract negotiations with College of the Redwoods, for guidance in designing supplementary educational programming for Career and Technical Education and workforce development

level courses to be offered by the TEA and included in the new Education Code. Contract to assure alignment with and non-supplanting of established programming with CR. Contract not exceed \$10,000, funded by STEP TEA Development Grant (Fiscal: 03/281/5300).

- iii. Recommendations: Board approval.
 1. **DISCUSSION**: Jace Baldosser called for discussion. Michael Shackelford asked for clarification on what the contract would cover. Alison stated that the contract negotiations will cover the design of the Education Code, policy, and procedures for working with CR so that courses offered at Toma Resilience Campus through the Regional Occupational Center and Program will meet all of the pre-requisite standards for courses, licensure requirements for TEA professors and CR professors providing concurrent credit course in order to issue acceptable credit to students for graduation. Michele Johnson asked if Healthcare courses would be included in the future program design. Alison indicated that had been discussed when CR wrote their letter of support for the initial TEA grant application. Alison anticipates Healthcare to be a priority for program design.
 2. **NOMINATIONS**: Michele Johnson motioned to approve the pursuit of contract negotiations with CR for a contract not to exceed \$10,000. Michael Shackelford 2nds.
 3. **DECISION**: 4-0, motion carries
 4. **ACTION**: Staff is directed to schedule meeting(s) with CR representatives to negotiate the contract. Negotiated contract to be returned to BOE for approval.

V. ITEMS REQUIRING BOARD ACTION OR DISCUSSION

- a. Education Code: Article I – General Provisions: Chapter 1
 - i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 1 covers the title of the ordinance, its purpose and intent, and the definitions of specific terms used throughout the rest of the ordinance. The definition section is pending additional terms.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the reviews will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION**: Discussion over this Chapter highlighted the need for further discussion with the full Board present as Chapter 1 speaks to the goals and intent

of establishing an Education Code. Jace and Alison both expressed a desire to hear Jason Ramos point of view and that he not be excluded. Michael asked if this was something that could be put off until next meeting so that it could be discussed with the full Board. Jace called for a motion.

- v. **NOMINATIONS:** Michael Shackelford motioned to table further discussion or action by the Board on this Chapter until March 24, 2020 meeting; Kelsay Shackelford 2nd
 - vi. **DECISION:** 4-0, motion carries
 - vii. **ACTION:** Staff will place Article I Chapter 1 on the March 24 agenda.
- b. Education Code: Article I – General Provisions: Chapter 2
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 2 covers the authority, application, adoption, and transition guidelines for the Education Code ordinance.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION:** Alison provided information on where the authority listed came from in the Tribe’s constitution, and explained that once the Tribal Council adopts this section of the Code, that the areas highlighted in yellow would be filled in at that time – dates of adoption. Clarification on how the process would follow after the BOE approves this Chapter was requested. Alison explained that the Chapter would be forwarded to HCOE for their review to ensure nothing in this section would prevent the two organizations working together, and that all items were code/policy related, and were not better used as a part of a Standard Operating Procedures (SOP) manual. After HCOE’s review, the President and Vice-President would be briefed on the results and would determine if the item would need to come back to the BOE (if there were significant changes) and put on the next agenda, or if it should be sent to the Tribe’s legal counsel David Rapport. After the review by HCOE and David Rapport it would come back to the BOE who would accept or reject it. Acceptance would send the Chapter on to the Tribal Council for adoption. If rejected it would be sent back to staff with notes on the rejection and the Chapter would be reworked, put through the same process repeatedly until it met acceptance by the BOE for forwarding to the Tribal Council for adoption. Alison explained that all of the Chapters before the BOE this evening would follow the same process.
 - v. **NOMINATIONS:** Kelsay Shackelford motions to send to Chapter 2 to HCOE for their review to begin the process outlined by Alison; Michael Shackelford 2nd

- vi. **DECISION:** 4-0, motion
 - vii. **ACTION:** Staff is directed to send the draft of Article I Chapter 2 to HCOE per the process outlined above, taking all subsequent actions as necessary.
- c. Education Code: Article I – General Provisions: Chapter 3
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 3 covers the language of instruction, which is English.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION:** English as the primary language of instruction was discussed, and agreed upon as necessary.
 - v. **NOMINATIONS:** Michele Johnson motions to approve the sending of Chapter 3 to HCOE for review; Kelsay Shackelford 2nd
 - vi. **DECISION:** 4-0, motion carries
 - vii. **ACTION:** Staff is directed to send the draft of Article I Chapter 3 to HCOE per the process outlined earlier in the meeting, taking all subsequent actions as necessary.
- d. Education Code: Article I – General Provisions: Chapter 4
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 4 covers the parameters of the Tribal Education Agency, its Boards, and Offices.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION:** Alison provided information on 1401, 1403, and 1404 which was noted to have an incorrect numbering and needed correction. Alison pointed out that the Tribe had an office which handled scholarships, but as the new Regional Occupational Center and Program that was coming with the opening of the Toma Campus, that there would be classes offered that were not considered K-12 classes, and thus would be post-secondary in nature; some classes would thus issue credit acceptable by community and state colleges – CR & HSU. Therefore, it was necessary to have two specific offices (1) dealing with post-secondary education (Section 1403), (2) dealing with academic scholarships (Section 1404), mostly for post-secondary education. Alison pointed out that the Tribal Council had adopted Article I, Chapter 4, Section 1402 to establish the Board of Education.

- v. **NOMINATIONS:** Kelsay Shackelford motions to send Article I, Chapter 4, all sections, to HCOE for review; Michele Shackelford 2nd
 - vi. **DECISION:** 4-0, motion carries
 - vii. **ACTION:** Staff is directed to send the draft of Article I Chapter 4 to HCOE per the process outlined earlier in the meeting, taking all subsequent actions as necessary.
- e. Education Code: Article II – Education Code Revision: Chapter 1
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 1 covers the process, initiation, and advertisements surrounding the revision of the Education Code ordinance.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION:** Alison discussed the process of revision to the Education Code, and the need to have these processes in place.
 - v. **NOMINATIONS:** Michele Johnson motions to send Article II Chapter 1 to HCOE for review; Michael Shackelford 2nd
 - vi. **DECISION:** 4-0, motion carries
 - vii. **ACTION:** Staff is directed to send the draft of Article II Chapter 1 to HCOE per the process outlined earlier in the meeting, taking all subsequent actions as necessary.
- f. Education Code: Article II – Education Code Revision: Chapter 2
- i. Contact(s): Bonnie Mobbs, Alison Robbins
 - ii. Purpose: Chapter 2 covers the Committee of the Whole meetings and public hearings involved with revising the Education Code ordinance.
 - iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
 - iv. **DISCUSSION:** Alison explained the nature of Committee of the Whole meetings and public hearings involved with revising the Education Code. A discussion of public meetings and The Brown Act ensued. Kelsay Shackelford requested more information on public meetings and the requirements of the Brown Act. Jace and Alison discussed how the Education Code is being developed with the spirit of the Brown Act behind its design, but that the Brown Act was not adopted by the Tribal Council and will not be adopted formerly by the BOE since the Tribal Council

hasn't adopted it. Staff suggested The Brown Act be covered in HCOE provided training for the BOE. Kelsay Shackelford stated she would appreciate such training.

- v. **NOMINATIONS:** Michael Shackelford motions to send Article II Chapter 2 to HCOE for review; Kelsay Shackelford 2nd
- vi. **DECISION:** 4-0, motion carries
- vii. **ACTION:** Staff is directed to send the draft of Article II Chapter 2 to HCOE per the process outlined earlier in the meeting, taking all subsequent actions as necessary. Staff will ensure that BOE members training scheduled with HCOE will touch upon The Brown Act per the request of Kelsay Shackelford.

g. Education Code: Article II – Education Code Revision: Chapter 3

- i. Contact(s): Bonnie Mobbs, Alison Robbins
- ii. Purpose: Chapter 3 covers the Board of Education and Tribal Council review of revisions to the Education Code ordinance.
- iii. Recommendations: Board approval for this Chapter to be sent to HCOE and to legal counsel David Rapport for review. Any changes resulting from the review will be brought to the BOE for final approval before being sent to the Tribal Council for adoption as the Education Code ordinance.
- iv. **DISCUSSION:** Alison provided information regarding how the process of reviewing revisions to the Education Code would play out. Similar to the previous chapter, the discussion centered on the Education Code being an ordinance of the Tribe and under the purview of the Tribal Council to adopted or revise. BOE may make recommendations and review all language, but ultimately, the Tribal Council makes the Education Code law.
- v. **NOMINATIONS:** Kelsay Shackelford motions to send Article II Chapter 3 to HCOE for review; Michael Shackelford 2nd
- vi. **DECISION:** 4-0, motion carries
- vii. **ACTION:** Staff is directed to send the draft of Article II Chapter 3 to HCOE per the process outlined earlier in the meeting, taking all subsequent actions as necessary.

VI. MISCELLANEOUS

- a. Approval of DRAFT BOE Meeting Minutes of 01/21/2020
 - i. **DISCUSSION:** Alison presented the minutes for review, and stated that once the minutes were approved, they would be posted on the BOE website.
 - ii. **NOMINATIONS:** Michele Johnson motions to approve the minutes as presented. Kelsay Shackelford 2nds

- iii. **DECISION:** 4-0, motion carries
- iv. **ACTION:** Staff will provide APPROVED minutes to Toni Ramos for uploading on the BOE website. Staff will place a hardcopy of APPROVED minutes in the Clerk of the Board's official binder, and give the binder to the Tribal Office Secretary so that if a member of the public desires to see the minutes, they can have immediate and free access to the public record.

VII. NEW BUSINESS

a. Committee Appointments

- i. Contact(s): Bonnie Mobbs, Alison Robbins
- ii. Purpose: Committees expedite work for specific projects, and assist staff with getting multiple points of view on the subject matter, while producing well-reasoned, evidence based options and opinions for the Board of Education.
- iii. Recommendations: Creation of committees is recommended as follows:
 - 1. The Audit Committee: Per Section 1402.18 BOE Audit Committee, the Audit Committee shall be comprised of two Board of Education members, two community members, the Director, and the Chief Financial Officer.
 - 2. Committee Creation & Appointments: Staff recommends a committee for the creation of the TEA Vision and Mission Statement Development comprised of two BOE members, two appointed community members, and TEA staff (Bonnie, Alison, and David).
- iv. **DISCUSSION:** Michele Johnson requests information on specifically what the Audit Committee did. Alison referred the BOE to section 1402.18 of the adopted section which outlines the duties of the Audit Committee. Michele Johnson volunteers for the Vision and Mission Statement Committee and Audit Committee; Michael Shackelford volunteers to sit on the Audit Committee; Kelsay Shackelford volunteers to sit on the Vision and Mission Statement committee.
- v. **NOMINATIONS:** Deemed unnecessary due to volunteers
- vi. **DECISION:** Jace Baldosser accepts the BOE members' voluntary assignments to the two committees.
- vii. **ACTION:** Staff directed to work with BOE members on committees to find two community members for each of the committees, and to establish a regular working committee meeting schedule for the Vision and Mission Statement committee.

VIII. AJOURNMENT

- a. Michele Johnson motions to adjourn; Kelsay Shackelford 2nd
- b. Jace Baldosser adjourned the meeting at 8:01PM