

## I. OPENING MEETING 7:09 PM

The meeting was called to order by Jace Baldosser, Vice President of the BOE.

### a. Roll Call

- i. BOE: Jace Baldosser, Michele Kindred, Kelsay Shackelford, Michael Shackelford. Jason Ramos – Absent. Quorum established.
- ii. Staff: Marlee Mansfield-Chavez, Lisa Hoffman, Alison Robbins, Frederique Guezille

## II. REPORTS

### a. The Executive Director's Report

- i. STEP TEA Development Final Performance Report – due 07/29/2021. Alison is currently working on the financial reports for this program, getting all final invoices paid, journal entry corrections submitted to Accounting, and putting together a summary of the program's activities, and achievements.
- ii. STEP R3E MYAA first year implementation report – *see separate document*. Alison submitted this report to the US Department of Education with March 2021 Financial Data, and has been contacted by ED for follow up information which she provided having received updated financial reports on June 3. Program is on course per the grant timeline. Contracts with HCOE, CR, and NHUHSD are drafted and in review by the consortium partners.
- iii. US Department of Education Request – ED has sent a request of confirmation of financial payments and obligations as of 09/30/2020 for the NYCP and STEP Pilot grants which is due July 8. Alison is having to use a combination of the budget tracker and financial reports as Accounting's reports do not show obligations (contracts with balances) since those aren't recorded in the financial system.
- iv. General Program Updates – *including employee letter* – Alison provided a general update on:
  1. The dates of summer programming beginning next week with the HSU Drone Camp which Marlee Mansfield-Chavez and Angela Felicity Cross are camp mentors and have received their drone pilot license. Supplies for the HSU TRiO Talent Search Robotics & Math Credit Recovery summer camp have been purchased and directly shipped to HSU. Flyers and information are being updated on the TEA website as info becomes available for all the various summer programming
  2. CA State Parks proposal of coordinated services has been drafted and sent to Parks for their review. This is a continuation and expansion of the current program which will provide 10 weekend events at Sumeg Village,

an internship with Skip Lowry, and more PORTS videos of continuing the virtual instruction with Merry Kate.

3. Contracts with HSU for continuing services in Hoopa have started and will conclude in August, as have discussions with Two Feathers for continued mentoring and counseling services.

b. Marketing & Communications Report

- i. KIEM-TV Native American culture and curriculum into classrooms

1. <https://kiem-tv.com/2021/05/05/program-focused-on-north-coast-tribes-designed-to-add-more-native-american-culture-and-curriculum-into-classrooms/>

- ii. Social Media Report

1. See May Report
2. See June Report

III. **PUBLIC COMMUNICATIONS**

No member of the public was present.

IV. **CONSENT AGENDA**

- a. Job Description – Graphic Arts & Technology Student Intern

- i. Contact(s): Alison Robbins

- ii. Purpose: Job description for student intern in the Graphic Design Industry. This student will be employed by BLR and will be responsible for creating graphics, flyers, build a functioning website for a Native American owned business, and collaborate with other BLR interns and staff on joint projects serving multiple programs for Teamwork experience.

- iii. Recommendation: It is the recommendation of the staff that the job description for Graphic Arts & Technology Internships are approved for use.

1. **DISCUSSION**: No further discussion was made.
2. **NOMINATIONS**: Michele Kindred made a motion to approve, Michael Shackelford seconded the motion.
3. **DECISION**: 4-0 motion carried
4. **ACTION**: Frederique to email the approved job description to Toni for the website.

V. **ITEMS REQUIRING BOARD ACTION OR DISCUSSION**

- a. Policy Statement Review

- i. Contact(s): Alison Robbins

- ii. Purpose: Review of created policy statements by the BOE.

- iii. Recommendation: Staff recommends that a subcommittee be created

Board of Education Meeting Minutes  
Blue Lake Rancheria Tribal Education Agency  
Tuesday, June 15, 2021 – 7PM  
Zoom Meeting On-line Platform  
Blue Lake, CA

1. **DISCUSSION:** The BOE members present agreed that it would make more sense to form a subcommittee to review the policy statements rather than do so in the monthly BOE meetings as it would take too much time from the monthly meetings. Kelsay Shackelford and Michael Shackelford both volunteered to be on the subcommittee.
  2. **NOMINATIONS:** Michele Kindred made a motion to create a subcommittee, Michael Shackelford seconded the motion.
  3. **DECISION:** 4-0 motion carried
  4. **ACTION:** Alison will email Kelsay and Michael Shackelford about the subcommittee.
- b. Strategic Planning Document(s)
- i. Contact(s): Alison Robbins
  - ii. Purpose: Create a strategic plan for the TEA for the next 5 to 10 years
  - iii. Recommendation: Staff recommends that a subcommittee be created
    1. **DISCUSSION:** The BOE members present agreed that there should be a strategic planning subcommittee to work on a 5-10 year plan for the TEA. Jason Ramos, who was absent from the meeting, was nominated to be on the subcommittee and Michele Kindred volunteered to be on the subcommittee.
    2. **NOMINATIONS:** Kelsay Shackelford made a motion to create a strategic planning subcommittee and Michael seconded the motion.
    3. **DECISION:** 4-0 motion carried
    4. **ACTION:** Alison will email Jason and Michele about the subcommittee.
- c. Early Childhood Center
- i. Contact(s): Alison Robbins
  - ii. Purpose: Interest has been expressed by Rancheria staff on the concept of opening an Early Childhood Center / Daycare.
  - iii. Recommendation: Staff recommends that a feasibility study, and staff time be devoted to exploring this option.
    1. **DISCUSSION:** The BOE agreed that a feasibility study should be conducted in order to see if the Rancheria should open an Early Childhood Center/Daycare.
    2. **NOMINATIONS:** Michael Shackelford made a motion to approve a feasibility study, Kelsay Shackelford seconded the motion.
    3. **DECISION:** 4-0 motion carried
    4. **ACTION:** Alison to look into getting a feasibility study done.

**VI. MISCELLANEOUS**

- a. Approval of DRAFT BOE Meeting Minutes of 05/05/2021
  1. **DISCUSSION:** No further discussion was made.
  2. **NOMINATIONS:** Michael Shackelford made a motion to approve the minutes, Michele Kindred seconded the motion.
  3. **DECISION:** 4-0 motion carried
  4. **ACTION:** Frederique to email the approved minutes to Toni for the website.

**VII. UNFINISHED BUSINESS**

- a. BLR Transit for SB-1 Building & Construction Trades Apprenticeship Program
  - i. Service began on Monday, June 14 with daily service picking up at The Job Market building in Eureka and taking students to College of the Redwoods by 8AM. This will continue through mid-July. One week of classes will be held at The Job Market building due to CR being without electricity during that week. Alison has reported that she intends to build upon this program with the Humboldt County Workforce Development Board and The Job Market for events like this to take place at Toma once it is completed.

**VIII. NEW BUSINESS**

- a. NIEA 2021 Convention and Trade Show
  - i. Alison brought the National Indian Education Association 2021 Convention and Trade show topic to the BOE. The last two years the Tribe has sponsored the show for \$5,000, and in 2019, David Narum attended and presented at the show. Alison intends on attending in October 2021 as there is funding in the NYCP grant for her to attend. 2020's convention was virtual, which Alison also attended. Discussion with BOE members was tabled until the Tribal Council determines if there is funding for convention sponsorship again this year.

**IX. AJOURNMENT**

- a. Michele Kindred made a motion to adjourn the meeting, Michael Shackelford seconded the motion. Jace Baldosser adjourned the meeting at 8:00 PM.