

## Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 24 / 18

### 2. General Information:

Session: ☒ Open ☐ Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

☒ Accept as Information only

☐ Action - please describe:

### 3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☒ Other:

1.

3.

2.

4.

☐ Business Committee signature required

### 4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

### 5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Debbie Danforth / School Board Chair  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

Describe the purpose, background/history, and action requested:

Per the MOA between the Oneida Business and Oneida Nation Elementary School and School Board, the Quarterly Report is to be submitted as an update.

1) Save a copy of this form for your records.

2) Print this form as a \*.pdf *OR* print and scan this form in as \*.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org)



Oneida Nation  
School Board  
PO Box 365 • Oneida, WI 54155-0365  
(920) 869-1676



**DATE:** May 15, 2018

**REPORT:** Quarter 2 School Board Report

**BOARD:** Oneida Nation School Board

**MEMBERS:** Debra Danforth, Chair  
Todd Hill, Vice Chair  
(Vacant), Secretary  
Melinda K. Danforth, At-Large Member  
Fred Muscavitch, At-Large Member  
Shanna Torres, Parent Member  
Melinda J. Danforth, Parent Member  
Rhiannon Metoxen, Parent Member  
Shannon Metoxen, Parent Member  
Vacant, Parent Member

**CONTACT PERSON:** Debbie Danforth

**OBC LIAISON:** Brandon Yellowbird-Stevens

**MINUTES:** January 2018  
February 2018  
March 2018

### UPDATES

As of May 8, 2018, the School Board recently lost a valuable member, Margaret Ellis. Margaret has a sincere compassion to see the next generations succeed in life. Her eagerness and dedication to learn, guide, and share ideas will surely be missed!

The School Board has gained a new Parent Member, Shannon Metoxen. We welcome her and look forward to meeting with her at the next regularly scheduled School Board meeting in June, 2018.

During this year's elections, there will be four vacancies. The School Board is excited and looks forward to filling all vacant positions! There are many items to complete and we are seeking

A good mind. A good heart. A strong fire.

energetic members, who are willing to devote their time and effort to help the Oneida School System be a first choice school for our community.

The total O.N.S.S. student enrollment is 439, which includes 20 students in the 3-5 year-old Family And Children Education (F.A.C.E.) Center-Based program; 209 students in grades K-5; 85 middle school students; and 125 High School students. The F.A.C.E. program currently has 43 families with infants and toddlers ages birth through 3 years-old. There are two Parent Educators who do home-visits to these families.

May 4, 2018 was the mid-quarter mark of fourth quarter. With the school year coming to an end, there are additional staff vacancies as a result of this year's staff retirees. The School Board sends many thanks and appreciation to the staff retiring: Ms. Gail Danforth, Middle School Language & Culture teacher; Ms. Shery Zika, Elementary Special Education Teacher; Ms. Annette King, Middle School Special Education Teacher; and Mr. Tom Pivovar, Middle School Social Studies Teacher. They were honored at the April 27<sup>th</sup> Honors and Perfect Attendance Assembly for their many years of dedication to the ONSS students and School System.

Kindergarten Honor Day is June 1, 2018 from 10AM until noon at the elementary school. Seven F.A.C.E. students will be graduating to kindergarten this year. Their graduation will be at the elementary school and is scheduled for June 4, 2018 at 5PM.

June 7, 2018 is the last day of classes and graduation ceremonies for both 8<sup>th</sup> Grade and Seniors. Congratulations to all of the Graduates! The 8<sup>th</sup> Grade graduation is scheduled for 1PM in the O.N.E.S. Big Gym. The High School Graduation will be at 6PM at the Radisson.

Administration is utilizing the highly qualified staff who volunteered to fill some of those vacant positions: Ms. Keta Quiver is transferring from 5<sup>th</sup> grade to the Middle School Reading Teacher; Ms. Linda Schuyler is transferring from 5<sup>th</sup> grade to the Middle School Social Studies position; Ms. Pauline Centers is transferring from 1<sup>st</sup> grade to the Middle School Reading Intervention position.

ONSS and the School Board welcome the new School Nurse, Ms. Kristine Labby, who will be working at both the High School and Elementary School. This is a well-needed position and we are thankful for the assistance of the Oneida Nation Community Health Department for finding her to fill the position. The School Board and Administration would also like to thank the trained staff for administering minor medical attention to students.



In addition to the filled positions, we also have a new L.T.E. Elementary School Counselor, Ms. Stacy Lewis. Ms. Cinthia Dziaduch is another L.T.E. who started initially as a Substitute Teacher and is now the K-5 Cross Categorical Teacher under Special Education. Mr. Michael Jenkins is an L.T.E. and is teaching High School Math. We look forward to seeing their progress with our students and appreciate their dedication and service.

Even with the transferring of current staff to other positions and hiring of L.T.E. positions, ONSS is still in need of hiring more staff. Vacant positions have been approved to be posted at HRD; however, there have been multiple requests, not only by parents but staff as well, to increase the number of co-teachers/teacher aides to better support the teachers in classrooms.

On April 25, 2018, the School Board held a Parent/Community Input Session to obtain parents/community feedback of strategies, priorities, resources, and ideas of how to improve the Anti-Bullying Policy currently in place. This was a well-attended meeting by not only the community, but by staff as well. Some School Board members attended, not to form a Board, but as a parent/guardian. The discussion was facilitated by Mr. Jay Rasmussen, who did a great job at keeping the motivation and interest of the audience. Everyone worked together in teams and groups to develop ideas of priorities that the School Administration can use to create a more effective policy against bullying. The follow-up meeting will be held in the ONES Library on May 23, 2018 from 5PM until 7PM

On May 14, 2018, the School Board held a Special Meeting to work on updating the Superintendent's evaluations, expectations, and to conduct an overall review of the current organization. A follow-up meeting is scheduled to take place on May 21, 2018.

### **GOALS AND OBJECTIVES**

With the transition of the Language Department to the School System, our students will continue to increase their knowledge of Oneida language and culture, as they attend language / culture and social dance classes as part of their daily education. The three year A.N.A. Grant awarded to the Language Department has been beneficial as six Language Apprentice positions were able to be filled, as well as other resources and tools to help make this program successful. These staff will continue to be in training to learn more about the language, how to speak, and how to teach others. This new transition will be beneficial for students, their families, and the community.

The completion and submission of the Education Law continues to be a goal for 2018. This Law is foreseen to include many areas of education, including the teaching and learning of the Oneida Language and Culture. There is a dire need to have all areas of education collaborate

with each other to promote awareness and support to increase community members' self-sufficiency within our Nation.

Lastly, maintaining the safety of our staff and students remain on the 2018 list of goals. Staff and students will continue to practice the A.L.I.C.E. training. School Administration will continue their efforts of ensuring that both the elementary school and high school are in safe operating conditions. Fall trainings are already being organized and scheduled, which includes the on-going Conscious Discipline Training. In addition to training, highly qualified staff are needed to promote a safer and more positive environment for our students and staff.

#### **MEETING REQUIREMENTS**

The Oneida Nation School Board holds open meetings the first Monday of every month at 5:00 p.m. in the library at the Oneida Nation Elementary School, N7125 Seminary Road, Oneida, WI. Special meetings are held when deemed necessary and duly called by the School Board Chair.



## Oneida Nation School Board Meeting Minutes

**Date:** Monday, April 2, 2018

**Time:** 5:00 p.m.

**Place:** O.N.E.S. Library

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Debbie Danforth, Todd Hill, Fred Muscavitch, Rhiannon (RC) Metoxen, Margaret Ellis, Melinda K. Danforth

**Excused:** Shanna Torres, Melinda J. Danforth

**Others:** Sheri Mousseau, Artley Skenandore, Patti Morin, Mandi Schneider, Fay LeMense, Tony Romandine, Linda Jenkins, Tracy Christensen

**Called to order by:** Debbie Danforth

**Time:** 5:05 p.m.

**Opening by:** Artley Skenandore

### **I: Approve Agenda**

Motion by Fred Muscavitch to approve the agenda. Seconded by Todd Hill. Motion carried.

### **II. Short Program Graduates – None**

### **III. Minutes**

#### **A: Regular Meeting**

##### **1. March 5, 2018**

Motion by Todd Hill to approve the minutes. Seconded by Fred Muscavitch. Motion carried.

#### **B: Special Meetings**

##### **1. March 9, 2018**

Motion by Todd Hill to approve the minutes. Seconded by RC Metoxen. Melinda K. Danforth abstained. Motion carried.

##### **2. March 23, 2018**

Motion by Margaret Ellis to approve the minutes. Seconded by Todd Hill. Motion carried.

### **V: E-Polls to Ratify**

#### **1. CTAS Grant (Tribal Youth Program (OJJDP) Purpose Area 9) Resolution [approved] – Mandy Schneider**

Motion by Fred Muscavitch to ratify CTAS Grant Epoll. Seconded by Todd Hill. Motion carried.

Secondary motion by RC Metoxen to request to have quarterly updates. Seconded by Margaret Ellis. Motion carried.

#### **2. Head Start Language Immersion Grant Narrative [approved] – Tracy Williams [not present]**

Motion by Fred Muscavitch to ratify Head Start Language Immersion Grant Narrative. Seconded by Todd Hill. Motion carried.

Secondary motion by RC Metoxen to request the yearly evaluation plan results to be shared with the School Board. Seconded by Melinda K. Danforth. Motion carried.

### **VI: Tabled Business – None**



## **VII: Standing Agenda Items / Follow-Up**

### **A: Standing Agenda Items**

#### **1. CIP / High School – Verbal update by Artley Skenandore**

A meeting was held last week with Planning. They have new leadership and are working on an update. Admin asked them to go back to CFO to have a follow up meeting between B.C. and School Board on the Bond. Admin summarized that they need the Bond sponsored and Admin can make the payments on the O&M side. Planning will come back with an update. Planning has new leadership and they pledged to provide information on the Capital Improvement process and what they have to fulfill. Also had meeting with the Recreation. They are discussing who should be the new client as they want to make changes to the Recreation Facility and change the client to the school system. Motion by RC Metoxen to accept update. Seconded by Todd Hill. Motion carried.

#### **2. Athletics – Update by Artley Skenandore**

Seymour did not yet confirm partnership a 3 on 3. We would probably host Friday and Saturday games. The benefit for us to have Seymour use the gyms and the ONHS Booster Club is it will keep all profits from concession sales. April 13 is the date. May 5, Saturday, going to be supporting local LAX with 4 men's teams and 4 women's team basketball adult tournaments. June 26 and 27 cosponsoring basketball clinic in elementary school gym. H.S. is doing Track and Softball – inviting middle school to attend practice with Varsity; currently have three girls which helps add to the numbers. Motion by Melinda K. Danforth to accept report. Seconded by Todd Hill. Motion carried. Discussion by Todd Hill: Request to have 6<sup>th</sup> grade boys basketball recognized for their accomplishments as well as the coach.

#### **3. JOM Program – [No meeting held in March]**

- a. Minutes
- b. Budget

Next meeting is April 26<sup>th</sup> at 10:00 a.m.

### **B: Follow-up**

#### **1. Ramah Navajo Settlement Funds/Proposed Education Endowment Resolution and Atty Review**

Motion by Fred Muscavitch to approve red-lined version with the recommended changes. Seconded by Melinda K. Danforth. Motion carried. Requesting School Board Administrative Assistant to make recommended changes and to resend changes to School Board Attorney to obtain a final draft and then to send to the Treasurer to establish a meeting date.

Discussion by Fred: Like everything on page 44. On page 45, one change, 2<sup>nd</sup> and 3<sup>rd</sup> line, it's at a 50% but SB could change this to a Quorum. Further on in same paragraph, 2<sup>nd</sup> -3<sup>rd</sup> bottom of paragraph, change wording of Adopting a Resolution to An adopted resolution. Page 46, #5, missing a word – the word "Interest" needs to be added to state Endowment Interest. We have been able to spend the money originally set aside, \$300,000 or so. Treasurer has not yet deducted the \$300,000. There are items that are on the list but haven't been purchased.

Melinda K. Danforth: Can the list of Teacher items requested be brought back before the School Board?

**[excerpt from March 5, 2018]:** School Board Admin received phone call today from Treasurer's Assistant with recommendation to reschedule meeting. Treasurer will request new meeting and will send updated draft.

**[excerpt from February 5, 2018 Minutes]:** Motion by Rhiannon Metoxen to review and forward to attorney and to bring it back to March meeting, and have School Board Admin follow up with Treasurer's office to find out if the School Board needs to respond and by when, if needed. Seconded by Todd Hill. Motion carried.

**3. Educational Leave request to attend UW-Madison Capstone Program:**[Deferred until 9/2018]

**[excerpt from August 17, 2017 Minutes]:** Motion by Melinda K. Danforth to defer until September 2018 meeting. Seconded by Fred Muscavitch. Motion carried.

**[excerpt from July 10, 2017 Minutes]:** Motion by Margaret Ellis to accept update and to note agenda that update should be expected after end of program in September 2018. Seconded by RC Metoxen. Motion carried.

**[excerpt from June 5, 2017 Minutes]:** Motion by Melinda K. Danforth to approve request. Seconded by Shanna Torres. Motion carried. Discussion: Request update upon return.

**VIII: New Business – None**

**IX: Reports**

**A. Superintendent**

Motion by Fred Muscavitch to approve the Superintendent's report. Seconded by Todd Hill. Motion carried.

**B. Administrative Staff**

1. Business Manager
2. K-8 Principal
  - a. Assistant Principal [add-on]
  - b. Gifted and Talented
  - c. PBIS
3. 9-12 School Principal
  - a. PBIS
4. Language Program
5. Special Education
6. Technology
7. FACE

Motion by Fred Muscavitch to accept the administrative staff reports. Seconded by Margaret Ellis. Motion carried.

**C. FYI: Monthly School Calendar**

1. April (no action needed)

Motion by RC Metoxen to go into executive session at 5:50 p.m. Seconded by Margaret Ellis. Motion carried.

**X: Executive Session**

Motion by Melinda K. Danforth to come out of executive session at 6:17 p.m. Seconded by RC Metoxen. Motion carried.

Present: Debbie Danforth, Todd Hill, Fred Muscavitch, RC Metoxen, Melinda K. Danforth, Margaret Ellis

Excused: Shanna Torres, Melinda J. Danforth

Others: Sheri Mousseau

**1. Resignation of Middle School Social Studies Teacher (T.P.)**

Motion by RC Metoxen to accept resignation and approves to post position. Seconded by Margaret Ellis. Motion carried.

**2. Resignation of Elementary School Special Education Teacher (S.Z.)**

Motion by Fred Muscavitch to accept resignation and approves to post position. Seconded by RC Metoxen. Motion carried.

**3. Five School Board Candidate Applications [close date was March 9, 2018][term dates 9/01/17-8/31/20]**

Motion by Fred Muscavitch to accept application of Shannon Metoxen and to forward the recommendation to the Tribal Secretary. Seconded by Melinda K. Danforth. Motion carried.



School Board Chair, Debbie Danforth, appoints Shannon Metoxen to fulfill the parent position vacancy.  
Yays for Shannon Metoxen: Melinda K. Danforth, Fred Muscavitch, RC Metoxen, Margaret Ellis, Todd Hill.  
Yays for Latsi Hill: Fred Muscavitch, RC Metoxen  
Yays for Fern Diamond: Not a parent/guardian; ineligible for Parent Position  
Yays for Paul Metoxen: None  
Yays for Rita Madrid: None

4. ONSS Employee Indirect Compensation SOP: Trade Back for Cash [add-on if received by Attorney]  
Motion by Fred Muscavitch with recommended changes and to contact School Board Attorney for her legal opinion of Food Service Employees as they just entered into their first contract this year and should be eligible. Seconded by Melinda K. Danforth. Motion carried.

Page 3, 6 lines down, last sentence: Take off A in area. 8 more lines down, 3.6.1. No "r" on the end in Trade back for Cash. Kitchen staff – do they get this or not?

Do an addendum to include Food Service Employees to receive benefits

5. FY 2018 Oneida Nation School System Employee Incentive Awards [please see Attorney's email]  
Title should be clear of whether this is for the school system only or if it is for the Nation. The Receipt form, 5.0, 5.3, 5.4 suggests where the money comes from – so it should be clearer in the title.

Motion by Melinda K. Danforth to accept as an FYI as a draft and for another draft to brought back with clarification. Seconded by RC Metoxen. Motion carried.

**[excerpt from March 5 Minutes]:** Defer all items to Friday and to notify HRD of the meeting. Invite Geraldine Danforth and Marianne Close to attend and send them the contracts for their preview. Conflict of Interest form needs to be updated with Joanne Harmon Curry, and will be available after contracts are approved.

**XI: ADJOURN**

Motion by Melinda K. Danforth to adjourn at 6:28 p.m. Seconded by Margaret Ellis. Motion carried.

Respectfully submitted,



Margaret Ellis  
Secretary  
Oneida Nation School Board

Approved: 5/7/18  
Date

Corrected: \_\_\_\_\_  
Date



## Oneida Nation School Board Minutes *Special Meeting*

**Date:** Friday, March 23, 2018

**Time:** 1:00 p.m.

**Place:** O.N.E.S. Conference Room

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Debbie Danforth, Todd (Moon) Hill, Margaret Ellis, Rhiannon (RC) Metoxen, Shanna Torres, Melinda K. Danforth

**Excused:** Melinda J. Danforth, Fred Muscavitch

**Others:** Sheri Mousseau, Yvette Peguero, Tracy Christensen, Artley Skenandore

**Called to order by:** Debbie Danforth      **Time:** 1:07 p.m.      **Opening by:** Artley Skenandore

### **I: Approve Agenda**

Motion by Melinda K. Danforth to approve the agenda with the add-on of community member's memo to School Board regarding bullying concerns and recommendations. Seconded by RC Metoxen. Motion carried.

\*Handout of School Board's Attorney's review distributed regarding B.C. Treasurer's proposed Resolution for Ramah Navajo settlement money.

### **II: Follow Up**

#### **1. Anti-Bullying Policy**

##### **a. Community member's (J. D.) Memo with recommendations on anti-bullying**

Motion by Margaret Ellis to direct Superintendent and Administration to develop a plan of action, which will include scheduling a community input meeting with parents/community members, then take that input and bring back to the Board to draft an Anti-Bullying Policy based on the input and the community/parent anti-bullying concern and recommendations. After draft policy is complete, it will be brought back to parent/community. This plan of action should be sent out via flyers to be sent home with students and through the regular media output process – school website and school Facebook page. Seconded by Todd Hill. Motion carried.

Secondary Motion by Todd Hill to request School Board Administrative Assistant to draft a follow up response to the community member/grandparent regarding the bullying recommendations/concerns and noting that recommended timelines are not be feasible. Seconded by RC Metoxen. Motion carried.

Motion by RC Metoxen to go into Executive Session at 2:18 p.m. Seconded by Todd Hill. Motion carried.

### **III: Executive Session [Sheri Mousseau, Artley Skenandore, Tracy Christensen, Yvette Peguero departed]**

#### **1. Superintendent's Expectations/Agreement/Evaluation of Performance**

Motion by RC Metoxen to have School Board members bring back examples of Superintendent's

agreement with expectations comparable to other schools, including B.I.E. schools and to schedule another meeting to discuss within 30 days. Seconded by Melinda K. Danforth. Motion carried.

Motion by RC Metoxen to come out of executive session at 2:30 p.m. Seconded by Melinda K. Danforth. Motion carried.

**IV: Adjourn**

Motion by RC Metoxen to adjourn at 2:40 p.m. Seconded by Melinda K. Danforth. Motion carried.

Respectfully submitted,



Margaret Ellis  
Secretary  
Oneida Nation School Board

approved / corrected on 4/2/18  
Date





## Oneida Nation School Board Retreat Minutes

**Date:** Friday, March 09, 2018

**Time:** 12:00 p.m.

**Place:** O.N.E.S. Conference Room

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Debbie Danforth, Todd (Moon Hill), Fred Muscavitch, Shanna Torres, Melinda J. Danforth, Rhiannon (RC) Metoxen

**Excused:** Margaret Ellis, Melinda K. Danforth

**Others:** Sheri Mousseau, Marianne Close, Jolene Hensberger [recorder]

**Called to order by:** Debbie Danforth

**Time:** 12:05 p.m.

**Opening by:** None

### **I: Approve Agenda**

Motion by Melinda J. Danforth to approve the agenda. Seconded by Todd Hill. Motion carried.

### **II: Executive Session**

#### **1. 2018-2019 Employee Contract**

Update all "Oneida Tribe of Indians of WI" to Oneida Nation throughout the contract.

Change contract beginning year from 2017 to 2018 and ending year of 2018 to 2019 throughout contract.

Pg 2: approve teacher work day to begin at 7:30 a.m. to 3:30 p.m.

Pg 3: Letter D, last sentence, change "Tribe" to "Nation"

Pg 4: delete last underlined sentence of paragraph 1 stating, "However, the Employee is responsible..."

Pg 4: In section Letter B: Indirect Compensation: Reduce language and use generic language referencing that the Indirect Compensation – Trade Back for Cash SOP (#8) will be followed.

Pg 7: In section VI, last sentence, remove "Business Committee" and replace with "Oneida Law Office of the Oneida Nation".

Pg 9: In section XI, second sentence, change word "Tribe" to "Nation" and strike out (formerly known as the Oneida Appeals Commission).

Motion by Fred Muscavitch to approve SY18-19 Employee Contract with recommended changes. Seconded by Melinda J. Danforth. Motion carried.

#### **2. 2018-2019 Food Service Employee Contract**

Update all "Oneida Tribe of Indians of WI" to "Oneida Nation" throughout the contract.

Change contract beginning year from 2017 to 2018 and ending year of 2018 to 2019 throughout contract.

Pg. 1: In section I, third paragraph, strike out "and the Oneida employment law,".

Pg. 3: In section III, delete last underlined sentence of paragraph 1 stating, "However, the Employee is responsible..."

Pg. 5: In section V, change "Oneida Nation School System" to "Supervisor or designee".

Pg. 8: In section XI, delete (formerly known as the Oneida Appeals Commission).

Motion by Fred Muscavitch to approve SY18-19 Food Service Contract with recommended changes. Seconded by Melinda J. Danforth. Motion carried.

#### **3. 2018-2019 Superintendent Contract**

Update all "Oneida Tribe of Indians of WI" to "Oneida Nation" throughout the contract.

Change contract beginning year from 2017 to 2018 and ending year of 2018 to 2019 throughout contract.



Pg 3: In section III, A, delete the underlined last sentence stating, "However, the Employee is responsible..." Change the word "Tribe" to "Nation".

Pg 4: In section B. 1, delete lines 6 – 14. However, utilize the language of lines 6-11 into the SOP #8, Indirect Compensation with clarification that any personal and vacation hours total of 200 hours that the individual accumulated...is in the SOP. [RC Metoxen departed at 12:51 p.m. and returned at 12:54 p.m.]

Pg 4: In section B.1, last paragraph, in addition to changing the Oneida Tribe to Oneida Nation, delete the word "on" and use "as of" the date of separation from employment.

Pg 5: In section B.3, put this into the Staff Handbook

Pg 6: In section V, first paragraph, delete "his/her immediate supervisor and add "the Oneida Nation School Board or designee". Second paragraph, first sentence, delete "Superintendent's immediate supervisor and replace with Oneida Nation School Board or designee". \*This needs to updating in the Policies and Procedures and needs formal Board action to change.

Pg 6: 1. Examples of strengths. (remove colon). Add "#5: Review the Performance Expectations/Agreement, if any".

Pg 7: First paragraph, last sentence, delete "Business Committee" and replace with "Oneida Law Office".

Pg 8: In section IX.A, first sentence, add the word Board: In the unlikely event that the "Board" is unsuccessful... Correct "(3.0)" to "(30)". Clarification is requested in regards to "when" the 30 day period starts, i.e. at the time when the certified letter is mailed or when recipient receives certified mail. [one member recommends at the time when the certified letter was mailed (dated)].

Pg 9: In section XI, delete (formerly known as the Oneida Appeals Commission).

Motion by Fred Muscavitch to approve SY18-19 Superintendent Contract with recommended changes. Seconded by Melinda J. Danforth. Motion carried.

Secondary motion by Melinda J. Danforth to have a Special Meeting within 30 days to create the Performance Expectations/Agreement. Seconded by Rhiannon (RC) Metoxen.

#### 4. 2018-2019 Administrator Contract

Update all "Oneida Tribe of Indians of WI" to "Oneida Nation" throughout the contract.

Change contract beginning year from 2017 to 2018 and ending year of 2018 to 2019 throughout contract.

Pg 3: In section III, first paragraph, delete last underlined sentence "However, the Administrator is responsible..."

Pg 3: In section III. B., insert a sentence with a reference to SOP #8, Indirect Compensation.

Pg 5: In section 2., in red-lined added text, add the word "personal", i.e. "The Administrator is eligible to trade back for cash unused vacation/**personal** time consistent..."

Pg 9: In section XI, delete "(formerly known as the Oneida Appeals Commission)".

Motion by Fred Muscavitch to approve SY18-19 Administrator Contract with recommended changes. Seconded by Melinda J. Danforth. Motion carried.

#### 5. Conflict of Interest

School Board Attorney will review and provide feedback as soon as possible. The Nation's Conflict of Interest form had been updated and needs to be used.

#### 6. Indirect Compensation SOP #8

Motion by Melinda J. Danforth to request HRD to review SOP #8, Indirect Compensation –Trade Back for Cash and to have comments submitted no later than Monday, March 12, 2018. Recommendation to insert a table in the SOP for clarification of eligible and non-eligible employees who can utilize the SOP, and to clarify if eligible employees can trade back twice during a year – once when the contract ends, and then if the Nation authorizes a Trade-Back for all employees, and to clarify whether Food Service Employees were eligible or not. Seconded by Todd Hill. Motion carried.

#### 7. Employee Incentive Awards SOP

Motion by Melinda J. Danforth to request HRD to review Employee Incentive Awards SOP and to have comments submitted no later than Monday, March 12, 2018.

Motion by Melinda J. Danforth to request HRD to review SOP and to have comments submitted no later than Monday, March 12, 2018. Seconded by Todd Hill. Motion carried.



Motion by Melinda J. Danforth to come out of executive session at 1:20 p.m. Seconded by Rhiannon (RC) Metoxen.  
Motion carried.

School Board Chair requests research on Performance Appraisals for School Wide Evaluations.

**III: ADJOURN**

Motion by Melinda J. Danforth to adjourn at 1:30 p.m. Motion carried.

Respectfully submitted,



Margaret Ellis  
Secretary  
Oneida Nation School Board

approved / corrected on 4/2/18  
Date



## Oneida Nation School Board Meeting Minutes

**Date:** Monday, March 5, 2018

**Time:** 5:00 p.m.

**Place:** O.N.E.S. Library

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Debbie J. Danforth, Fred Muscavitch, Shanna Torres, Todd (Moon) Hill, Melinda K. Danforth, Margaret Ellis, Rhiannon (RC) Metoxen

**Excused:** Melinda J. Danforth

**Others:** Tracy Christensen, Sheri Mousseau, Linda Jenkins, Fay LeMense, Yvette Peguero, Artley Skenandore, Jackie Summers, Kirby Metoxen, Tracy Williams, Jennifer Webster, Daniel Guzman-King, Michelle Hill, Stephanie Metoxen, Brandon Yellowbird Stevens, Trish King, Jennifer Stevens, Keri Tucker, Mandi Schneider, Priscilla Belisle, Lori Lopez...

**Called to order by:** Debbie J. Danforth

**Time:** 5:10 p.m.

**Opening by:** Artley Skenandore

**I: Approve Agenda**

Motion by Margaret Ellis to approve the agenda. Seconded by RC Metoxen. Motion carried.

**II: 1<sup>st</sup> Grade Injury Incident Discussion – Community input (no action required)**

**III. Short Program Graduates – None**

**IV. Minutes**

**A: Regular Meeting**

1. February 5, 2018

Motion by Fred Muscavitch to approve the minutes. Seconded by Melinda K. Danforth. Motion carried.

**B: Special Meetings**

1. February 6, 2018

Motion by Todd Hill to approve the minutes. Seconded by RC Metoxen. Motion carried.

Discussion: Get the two meetings scheduled and to move up the Anti-bullying Policy meeting.

**V: E-Polls to Ratify**

1. Amended Quarter 1 Report to BC (updated members' titles)

[excerpt from February 5, 2018 Minutes]: Motion by Rhiannon Metoxen to ratify. Seconded by Shanna Torres. Motion carried.

Motion by RC Metoxen to approve the amended Quarter 1 report. Seconded by Margaret Ellis. Motion carried.

**VI: Tabled Business – None**

**VII: Standing Agenda Items / Follow-Up**

**A: Standing Agenda Items**

1. CIP / High School – Planning Dept. staff not present. Verbal update by Artley Skenandore. A clan meeting was held at the H.S. last week, on the 26<sup>th</sup> sponsored by the High School. School Board members and the Business Committee were invited. RC Metoxen and Melinda J. Danforth attended on behalf of the School Board.

Discussion was on areas of concern and things to work on, such as building conditions. The allegations of mold present in a building was cleared up; there wasn't any mold except a few years ago but this had been corrected. Motion by Melinda K. Danforth to accept update. Seconded by RC Metoxen. Motion carried.

2. Athletics – Verbal update by Artley Skenandore

Winter season just finished. The boys and girls on varsity side went as far as Regionals. Booster club is in beginning stages and have seen some of the benefits of it this year. Spring season Golf, track, lax, softball. Lax and track for middle school is about to begin; they would like to get softball and golf incorporated into middle school. Also had four ladies recognized by the M&O all-conference awards. First and second team in honorable mention. School has the most recognitions in the conference. Boys side, one boy was recognized for second team all-conference.

Motion by Todd Hill to accept update. Seconded by Margaret Ellis. Motion carried.

3. JOM Program – [No meeting held in February]

- a. Minutes
- b. Budget

**B: Follow-up**

1. ~~Ramah Navajo Endowment Funds/Education Endowment Documents – Finance Committee/OBC~~

March 5, 2018: Canceled per request of OBC Treasurer. Treasurer will request new meeting and will send updated draft.

[excerpt from February 5, 2018 Minutes]: Motion by Rhiannon Metoxen to review and forward to attorney and to bring it back to March meeting, and have School Board Admin. follow up with Treasurer's office to find out if the School Board needs to respond and by when, if needed. Seconded by Todd Hill. Motion carried.

2. PBIS: Request by RC Metoxen to receive an update when completed

High School: had Winter Carnival - indoor activity and all went well. Just had monthly drawing for four individuals recognized for being helpful in school. Working diligently on advanced-ed.  
Elementary School: Principal Peguero provided verbal update for the elementary school: Turtle Tickets are utilized. Positive recognition of students began where teachers can write referrals of students' good behavior and the students can be eligible to be entered into drawings.

Motion by RC Metoxen to accept update. Seconded by Margaret Ellis. Motion carried.

[excerpt from February, 2018 Minutes]: This is an ongoing monthly activity. 30-40 students are being recognized. Another recognition event was this morning during opening. Teachers will soon be recognized. Motion by Todd Hill to accept update. Seconded by Shanna Torres.  
Discussion: Melinda K. Danforth: Requesting Sheri Mousseau to check into Tribal Wide Incentive Program.

[excerpt from October 2, 2017 Minutes]: Update provided by Artley Skenandore  
One initiative is positive behaviors. Having staff recognize students who do good things. Five out of 60 were chosen from the last 4 weeks. Winners get a \$10 gift certificate card.

3. Educational Leave request to attend UW-Madison Capstone Program:[Deferred until 9/2018]

[excerpt from August 17, 2017 Minutes]: Motion by Melinda K. Danforth to defer until September 2018 meeting. Seconded by Fred Muscavitch. Motion carried.

[excerpt from July 10, 2017 Minutes]: Motion by Margaret Ellis to accept update and to note agenda that update should be expected after end of program in September 2018. Seconded by RC Metoxen. Motion carried.

[excerpt from June 5, 2017 Minutes]: Motion by Melinda K. Danforth to approve request. Seconded by Shanna Torres. Motion carried. Discussion: Request update upon return.

**VIII: New Business**

1. Tribal Youth Program (OJJDP) Purpose Area 9



Motion by Fred Muscavitch to approve the application. Seconded by RC Metoxen. Motion carried.

**2. 2018-2019 School Calendar**

Motion by Fred Muscavitch to approve 2018-2019 school calendar. Seconded by Shanna Torres. Motion carried.

**3. ONSS Partial Lock-Down follow-up for Safety Measures/Communication-Request by Rhiannon Metoxen.**

Is there a process for students who are walking from HS to Elementary  
Brandon Stevens – working with GB school district; there was no protocol for other school districts to be notified – school district to school district  
Todd Hill: Doors were not completely shut and he walked right into the building unescorted during Aftercare hours.

**4. Job Description** – High School Principal/Cultural based Program Leader

Motion by Fred Muscavitch to approve job description with the additions under minimum qualifications of having knowledge of culture and language. Seconded by Todd Hill. Motion carried.

**IX: Reports**

**A. Superintendent**

**1. Substitute Teacher Compensation Comparison**

Motion by Fred Muscavitch to approve report. Seconded by Todd Hill. Motion carried.

**B. Administrative Staff**

1. Business Manager
2. K-8 Principal
  - a. Assistant Principal
  - b. Gifted and Talented
3. 9-12 School Principal
4. Special Education
5. Technology
6. FACE
7. Language Program

Daniel Guzman-King: Are there any requirements for Teachers to learn the language? Sheri: Yes, 1 hour.

Motion by Fred Muscavitch to accept reports. Seconded by Melinda K. Danforth. Motion carried.

**C. FYI: Monthly School Calendar**

1. March (no action needed)

**X: Executive Session**

1. 2018-2019 Employee Contract [add-on]
2. 2018-2019 Food Service Employee Contract [add-on]
  - a. change year from 2017 to 2018
3. 2018-2019 Superintendent Contract [add-on]
4. 2018-2019 Administrator Contract [add-on]
5. Conflict of Interest Disclosure Form [add-on]
6. ONSS Employee Indirect Compensation SOP: Trade Back for Cash [add-on]
7. FY 2018 Oneida Nation School System Employee Incentive Awards [add-on]
8. March 2, 2018 Student Incident [add-on]

Defer all items to Friday and to notify HRD of the meeting. Invite Geraldine Danforth and Marianne Close to attend and send them the contracts for their preview. Conflict of Interest form needs to be updated with Joanne Harmon Curry, and will be available after contracts are approved.

Motion by Fred Muscavitch to go into executive session at 6:40 p.m. and to request presence of Sheri Mousseau and

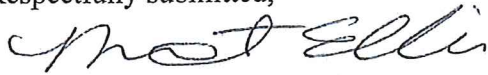
Daniel Guzman-King. Seconded by Shanna Torres. Motion carried.

Motion by Fred Muscavitch to come out of executive session at 7:06 p.m. Seconded by Todd Hill. Motion carried.

**XI: ADJOURN**

Motion by Fred Muscavitch to adjourn at 7:09 p.m. Seconded by Todd Hill. Motion carried.

Respectfully submitted,



Margaret Ellis

Secretary

Oneida Nation School Board

approved / corrected on 4/2/18  
Date





## Oneida Nation School Board Retreat Minutes

**Date:** Tuesday, February 06, 2018

**Time:** 12:30 p.m.

**Place:** O.N.E.S. Conference Room

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Todd Hill, Fred Muscavitch, Melinda K. Danforth, Shanna Torres, Rhiannon (RC) Metoxen, Melinda J. Danforth [departed at 1:13 p.m.]

**Excused:** Debbie Danforth

**Others:** Sheri Mousseau, Artley Skenandore, Yvette Peguero, Jolene Hensberger [recorder]

**Called to order by:** Todd Hill

**Time:** 12:40 p.m.

**Opening by:** None

### **I: Approve Agenda**

Motion by Fred Muscavitch to approve agenda with add-on of item III. C. under New Business. Seconded by Melinda K. Danforth. Motion carried.

### **II: Follow Up**

#### **A. Policies and Procedures**

[excerpt from December 27, 2018] Next meeting will start at section 5-000 with section 5-101 being review by Administration. Request School Board Administrative Assistant email draft of reviewed policies and procedures to Board members prior to next meeting on January 5<sup>th</sup>, and to include School Board Orientation Handbook and Code of Ethics review and update for the next meeting. Lastly, to request School Board Attorney to review questions needing legal review/clarification.

[excerpt from December 9, 2017] Ended on page 3-101; continue review on December 27, 2017

[excerpt from December 8, 2017] Ended on page 2-102, continue review Saturday, December 9, 2017

Section 5-000: Requesting word change/add regarding Immunizations such as adding, "according to the State of WI...." Recommendation to obtain any updates from Nursing Staff, if able.

Section 5-100 and on: Sheri will review and rewrite with assistance from Librarian and other Admin

### **III. New Business**

#### **A. Yethiyatanunha and other Programs under ONSS and School Board Positions**

[excerpt from 1/10/2018 email from Rhiannon Metoxen]: Is the Yethiyatanunha officially a part of the school now? For instance if someone wants to be on the Board and their child is in the program, is that parent eligible for a school board position?

Board agreed that as long as the program is under the Oneida Nation School System and a parent/guardian has a child enrolled in that program, the parent/guardian is able to apply for an available School Board position.

#### **B. Anti-Bullying Policy**

a. Artley Skenandore's hand-out from a previous School Board meeting

b. Melinda J. Danforth's hand-out from a previous School Board meeting

Board reviewed Administration's updated draft and agreed to table the item until another draft be submitted, and to include Conscious Discipline in the new draft. Fred Muscavitch requested Artley Skenandore to find an Oneida word to use in lieu of "Anti-Bullying".

**C. Approval to extend reposting of vacant School Board position**

Motion by Melinda K. Danforth to extend reposting of vacant School Board position. Seconded by Shanna Torres.  
Motion carried.

**III: ADJOURN**

Motion by Rhiannon Metoxen to adjourn at 3:05 p.m. Seconded by Margaret Ellis. Motion carried.

NOTES: Need to schedule two future dates for retreats.

First meeting:

- 1) School Board Orientation Handbook
- 2) Code of Ethics
- 3) Pardon and Forgiveness Law
- 4) Anti-Bulling Policy
- 5) Education Law

Second meeting:

Strategic Planning – Rhiannon Metoxen noted a request to obtain a ToP Facilitator

Respectfully submitted,



Margaret Ellis  
Secretary

Oneida Nation School Board

approved / corrected on 3/5/18  
Date



## Oneida Nation School Board Meeting Minutes

**Date:** Monday, February 5, 2018

**Time:** 5:00 p.m.

**Place:** O.N.E.S. Library

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a-ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Fred Muscavitch, Debbie Danforth [via telephone], Melinda K. Danforth, Rhiannon Metoxen, Todd Hill, Shanna Torres, Margaret Ellis, Melinda J. Danforth [via telephone at 5:30 p.m.]

**Excused:**

**Others:** Sheri Mousseau, Yvette Peguero, Fay LeMense, Linda Jenkins, Art Skenandore, Tony Romandine, Tanya Lopez Martin, Tracy Christensen

**Called to order by:** Fred Muscavitch

**Time:** 5:01 p.m.

**Opening by:** None

### **I: Approve Agenda**

Motion by Rhiannon Metoxen to approve amended agenda with additional add-ons of items 1-3, under New Business. Seconded by Todd Hill. Motion carried.

### **II. Short Program Graduates – None**

### **III. Minutes**

#### **A: Regular Meeting**

##### **1. January 8, 2018**

Motion by Rhiannon Metoxen to approve minutes. Seconded by Debbie Danforth. Motion carried.

#### **B: Special Meetings - None**

### **IV: E-Polls to Ratify**

#### **1. L.T.E. Contract for H.S. Math Teacher (approved on January 4, 2018)**

Motion by Debbie Danforth to ratify. Seconded by Rhiannon Metoxen. Motion carried.

#### **2. Extend posting date of Vacant School Board Parent Position (Insufficient votes)**

No action

#### **3. Quarter 1 School Board Report to O.B.C. (approved)**

Motion by Rhiannon Metoxen to ratify. Seconded by Shanna Torres. Motion carried.

### **V: Tabled Business**

#### **1. School Board Candidate (R.M.) Application with a term expiration date of 8/31/2020 (Insufficient votes)**

**[excerpt from January 8, 2018 Minutes]:** Motion by Margaret Ellis to table item until verification of whether candidate has enrolled student in school system. Seconded by RC Metoxen. Motion carried.

**[excerpt from December 4, 2017 Minutes]:** Motion by Melinda K. Danforth to have School Board Administrative Assistant provide the term date and application in an e-poll to decide whether to accept. Seconded by Rhiannon Metoxen. Motion carried.

Motion by Rhiannon Metoxen to remove from table. Seconded by Margaret Ellis. Motion carried.

Motion by Debbie Danforth to keep application on file for the vacant position. Margaret seconded. Motion carried.



**VI: Standing Agenda Items / Follow-Up**

**A: Standing Agenda Items**

**1. CIP / High School – Planning Department**

Artley Skenandore provided update: setting up date for meeting to take place in about two weeks and will be with B.C., Planners, High School Staff, and School Board.  
Motion by Rhiannon Metoxen to accept update. Seconded by Todd Hill. Motion carried.

**2. Athletics – Artley Skenandore**

Kana Zacarias Skenandore was invited to sing two songs, one for parents and one for players. This went very well and was powerful for the crowd. 6<sup>th</sup> grade boys and all M.S. players played well. Hitting regionals w/girls varsity; 22<sup>nd</sup> first game/girls this weekend; boys next weekend. Girls are in 1<sup>st</sup> place and Boys are in 3<sup>rd</sup>. We have a well-rounded athletic program and it's growing every year.  
Motion by Margaret Ellis to approve update. Seconded by Rhiannon Metoxen. Motion carried.

**3. JOM Program –Sheri Mousseau**

- a. Minutes: [No meeting held on January 25, 2018]
- b. Budget

No action.

**B: Follow-up**

**1. Youth Risk Behavior System (YRBS)**

**a. Subcommittee – Artley Skenandore**

[excerpt from January 8, 2018 Minutes]: Art will meet with Tina next week.

[excerpt from December 4, 2017 Minutes]: Art provided update that a summary should be ready by the January School Board meeting. Last survey was done approximately 7 years ago and collaborated with Behavioral Health and Quality of Life and it was for all eligible high school students in Brown and Outagamie County and it was a formal request by ex BC member, Fawn Billie. Motion by Todd Hill to accept. Seconded by Rhiannon Metoxen. Motion carried.

[excerpt from October 2, 2017 Minutes]: Motion by Melinda J. Danforth to accept the update and requested results to be brought back to the December meeting. Seconded by Melinda K. Danforth. Motion carried.

[excerpt from September 11, 2017 Minutes]: School survey is delayed for approximately two weeks.

Hand-out provided by Artley Skenandore. Received, reviewed, and finalized results and now the team knows more information.

Motion by Margaret Ellis to accept update. Seconded by Shanna Torres. Motion carried.

Discussion: Melinda K. Danforth: some questions are cut off/missing. Art: it will be corrected and resent.

**2. PBIS: Request by RC Metoxen to receive an update when completed**

[excerpt from October 2, 2017 Minutes]: Update provided by Artley Skenandore

One initiative is positive behaviors. Having staff recognize students who do good things. Five out of 60 were chosen from the last 4 weeks. Winners get a \$10 gift certificate card.

Artley Skenandore: This is an ongoing monthly activity. 30-40 students are being recognized. Another recognition event was this morning during opening. Teachers will soon be recognized.

Motion by Todd Hill to accept update. Seconded by Shanna Torres.

Discussion: Melinda K. Danforth: Requesting Sheri Mousseau to check into Tribal Wide Incentive Program.

**3. Anti-Bullying Policy: Request by Principal Peguero to be deferred until February 2018 meeting**

[excerpt from January 8, 2018 Minutes]: Motion by RC Metoxen to defer to February meeting. Seconded by Todd Hill. Motion carried.

[excerpt from December 4, 2017 Minutes]: Motion by Melinda K. Danforth to request that school administration, which includes Roy Redhail, Heidi Mathey, and any other staff, if they can, review the policy and make recommendations to bring back to school board by the January 2018 meeting as an

update, and to also bring back a recommendation of replacing the word Bullying. Seconded by Rhiannon Metoxen. Motion carried.

Amendment to the motion by Melinda J. Danforth to also review this policy at the upcoming scheduled School Board Policies and Procedures meeting to discuss what can be done right now. Seconded by Todd Hill. Motion carried.

Motion by Rhiannon Metoxen to accept update. Seconded by Melinda K. Danforth. Motion carried.

#### **4. Succession Plan and Organization Chart Review**

[excerpt from January 8, 2018 Minutes]: Motion by Melinda K. Danforth to look at succession plan during next Policies and Procedures meeting. Seconded by Rhiannon Metoxen. Motion carried.

[excerpt from June 5, 2017 Minutes]: Motion by Fred Muscavitch to approve Organization Chart. Seconded by Margaret Ellis. Melinda K. Danforth opposed. Motion carried. Secondary motion by Melinda K. Danforth to bring back Org Chart item to succession plan meeting, which should be within six (6) months, to make sure the organizational hierarchy is functioning properly. Seconded by Fred Muscavitch. Motion carried.

#### **5. Educational Leave request to attend UW-Madison Capstone Program: *Item deferred until 9/2018***

[excerpt from August 17, 2017 Minutes]: Motion by Melinda K. Danforth to defer until September 2018 meeting. Seconded by Fred Muscavitch. Motion carried.

[excerpt from July 10, 2017 Minutes]: Motion by Margaret Ellis to accept update and to note agenda that update should be expected after end of program in September 2018. Seconded by RC Metoxen. Motion carried.

[excerpt from June 5, 2017 Minutes]: Motion by Melinda K. Danforth to approve request. Seconded by Shanna Torres. Motion carried. Discussion: Request update upon return.

#### **6. Tour of Wildlife Sanctuary's Nature Pre-K Program (link to website in email) – Submitted by Melinda J. Danforth on behalf of Daniel Guzman King, B.C. Councilman.**

[excerpt from January 8, 2018 Minutes]: Motion by Melinda K. Danforth to request Sheri Mousseau to look into this program to find out if it is for our students and to inform the Board if members are able to attend. Seconded by Todd Hill. Motion carried.

[Tour is scheduled Feb 5, 2018 at 1:30 p.m. at 1660 East Shore Dr., Green Bay]

Motion by Margaret Ellis to remove from Agenda and to allow Administration to determine whether or not to proceed with program. Seconded by Shanna Torres. Motion carried. Rhiannon Metoxen abstained. Motion carried.

### **VII: New Business**

#### **1. Approve Guidance Counselor (K-5) Job Description**

[excerpt from January 8, 2018 Minutes]: Motion by Margaret Ellis to approve the posting of the vacant school guidance counselor position pending receipt of the hiring paperwork and to approve an E-Poll if needed. Seconded by Todd Hill. Motion carried.

Motion by Melinda K. Danforth to approve job description with new logo to be added. Seconded by Margaret Ellis. Motion carried.

#### **2. Approve Substitute Teacher Job Description**

##### **a. Approve to post position**

Motion by Margaret Ellis to approve job description and to post position. Seconded by Todd Hill. Motion carried. Discussion: Margaret: Request Administration to review daily pay rate.

#### **3. Ramah Navajo Endowment Forecast / Education Endowment Documents**

Motion by Rhiannon Metoxen to review and forward to attorney and to bring it back to March meeting, and have School Board Admin. follow up with Treasurer's office to find out if the School Board needs to respond and by when, if needed. Seconded by Todd Hill. Motion carried.



**VIII: Reports**  
**A. Superintendent**

**B. Administrative Staff**

1. Business Manager
2. K-8 Principal
  - a. Assistant Principal
  - b. Gifted and Talented
3. 9-12 School Principal
4. Special Education
5. Technology
6. FACE

Motion by Rhiannon Metoxen to approve both Superintendent and Admin reports. Seconded by Margaret Ellis. Motion carried.

**C. Language Department**

Motion by Rhiannon Metoxen accept report and to move item under admin reports for future agendas. Seconded by Margaret Ellis. Motion carried.

**D. FYI: Monthly School Calendar**

1. February

**IX: Executive Session**

Motion by Rhiannon Metoxen to go into executive session at 5:55 p.m. Seconded by Melinda K. Danforth. Motion carried.  
Motion by Rhiannon Metoxen to come out of executive session at 6:00 p.m. Seconded by Melinda K. Danforth. Motion carried.

**1. Election of School Board members**

[excerpt from January 8, 2018 Minutes]: Motion by RC Metoxen to defer school board elections to next school board meeting. Seconded by Todd Hill. Motion carried.

**Chairperson:** Debra J. Danforth; **Vice Chair:** Todd (Moon) Hill; **Secretary:** Margaret Ellis

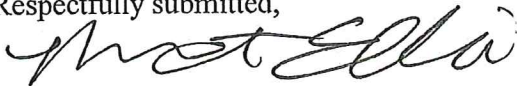
Motion by Rhiannon Metoxen to approve election results. Seconded by Melinda K. Danforth. Motion carried.

**X: ADJOURN**

Motion by Rhiannon Metoxen to adjourn at 6:02 p.m. Seconded by Shanna Torres. Motion carried.

NOTE: Policies and Procedures meeting is scheduled for Tuesday, February 6, 2018 at 12:30 p.m. at O.N.E.S.

Respectfully submitted,



Margaret Ellis  
Secretary  
Oneida Nation School Board

approved / corrected on 3/5/18  
Date



# Oneida Nation School Board Meeting Minutes

**Date:** Monday, January 8, 2018

**Time:** 5:00 p.m.

**Place:** O.N.E.S. Library

The Oneida Nation School Board is committed and accountable to students, parents, families, staff, and community members to provide regulatory oversight for a safe, positive, culturally diverse, holistic, learning atmosphere based on Onayoté a'ka values. We will provide the expectations, resources, and educational opportunities to encourage students to be productive.

**Present:** Debbie Danforth, Rhiannon (RC) Metoxen, Melinda K. Danforth, Todd Hill, Shanna Torres, Margaret Ellis [arrived at 5:06 p.m.]

**Excused:** Melinda J. Danforth, Fred Muscavitch

**Others:** Fay LeMense, Tracy Williams, Linda Jenkins, Jacqueline Summers, Daniel Guzman, Artley Skenandore

**Called to order by:** Debbie Danforth

**Time:** 5:03 p.m.

**Opening by:** Tracy Williams

## **I: Approve Agenda**

*Motion by Melinda K. Danforth to approve the agenda with add-ons and to move item #2 from Executive Session to first item on the agenda; move #4 from Follow Up to second item on the agenda; and move #1 from Executive Session to third item on the agenda, and to item Guidance Counselor vacant position to #4 under Executive Session. Seconded by Rhiannon Metoxen. Motion carried.*

## **II. Short Program Graduates – None**

## **III. Minutes**

### **A: Regular Meeting**

#### **1. December 4, 2017**

*Motion by RC Metoxen to approve minutes. Seconded by Todd Hill. Motion carried.*

### **B: Special Meetings**

#### **1. December 8, 2017 – Policies and Procedures, Anti-Bullying, and Ed Law Retreat**

*Motion by Margaret Ellis to approve minutes. Seconded by RC Metoxen. Motion carried.*

#### **2. December 9, 2017 – Policies and Procedures, Anti-Bullying, and Ed Law Retreat**

*Motion by Margaret Ellis to approve minutes. Seconded by RC Metoxen. Motion carried.*

#### **3. December 27, 2017 – Policies and Procedures, Anti-Bullying, and Ed Law Retreat**

*Motion by Margaret Ellis to approve minutes. Seconded by RC Metoxen. Motion carried.*

## **IV: E-Polls**

#### **1. School Board Candidate Application with a three year expiring term date of 8/31/2020**

Insufficient votes – not approved to proceed with application process.

**[excerpt from December 4, 2017 Minutes]** Motion by Melinda K. Danforth to have School Board Administrative Assistant provide the term date and application in an e-poll to decide whether to accept. Seconded by Rhiannon Metoxen. Motion carried.

*Motion by Margaret Ellis to table item until verification of whether candidate has enrolled student in school system. Seconded by RC Metoxen. Motion carried.*

*[Motion by RC Metoxen to go into Executive Session at 5:18 p.m. Seconded by Shanna Torres. Motion carried.]*

**Present:** Debbie Danforth, RC Metoxen, Melinda K. Danforth, Todd Hill, Shanna Torres, Margaret Ellis, Sheri Mousseau, Tracy Williams



*[Motion by RC Metoxen to come out of Executive Session at 5:32 p.m. Seconded by Margaret Ellis. Motion carried.]*

**V: Tabled Business – None**

**VI: Standing Agenda Items / Follow-Up**

**A: Standing Agenda Items**

1. CIP / High School – Planning Department

*Motion by Margaret Ellis to accept update. Seconded by RC Metoxen. Motion carried.*

2. Athletics – Artley Skenandore

*Motion by Todd Hill to accept update. Seconded by Melinda K. Danforth. Motion carried.*

3. JOM Program –Sheri Mousseau

a. Minutes: December

Next meeting is January 25, 2018 at 10:00 a.m.

*Motion by Melinda K. Danforth to accept update. Seconded by Todd Hill. Motion carried.*

Discussion: RC Metoxen – possible error with date in report under Item #4 (date should be 12/21)

**B: Follow-up**

**1. Youth Risk Behavior System (YRBS)**

a. Subcommittee – Artley Skenandore

**[excerpt from December 4, 2017 Minutes]** Art provided update that a summary should be ready by the January School Board meeting. Last survey was done approximately 7 years ago and collaborated with Behavioral Health and Quality of Life and it was for all eligible high school students in Brown and Outagamie County and it was a formal request by ex BC member, Fawn Billie. Motion by Todd Hill to accept. Seconded by Rhiannon Metoxen. Motion carried.

**[excerpt from October 2, 2017 Minutes]** Motion by Melinda J. Danforth to accept the update and requested results to be brought back to the December meeting. Seconded by Melinda K. Danforth. Motion carried.

**[excerpt from September 11, 2017 Minutes]** School survey is delayed for approximately two weeks.

Art will meet with Tina next week. As a follow-up to this survey, the PBIS at HS is going to conduct a survey on resilience. A draft will be shared prior to conducting it. May want to conduct this survey twice per year. It gives kids information on various topics including but not limited to homelessness and 'weekend homelessness' – where students are left home alone over the weekend or for a few days at a time. This resilience survey will give opportunities for students to share their frustrations. Eight (8) food baskets were delivered to families by students before Christmas; parents/grandparents were very appreciative and the event was very impactful.

*Motion by RC Metoxen to accept the update. Seconded by Melinda K. Danforth. Motion carried.*

**2. PBIS: Request by RC Metoxen to receive an update when completed**

**[excerpt from October 2, 2017 Minutes]** Update provided by Artley Skenandore

One initiative is positive behaviors. Having staff recognize students who do good things. Five out of 60 were chosen from the last 4 weeks. Winners get a \$10 gift certificate.

Positive behaviors have been a smashing success. Clan levels at elementary school will also conduct same type of positive reinforcement. Key word in Conscious Discipline is saying Thank You.

*Motion by Melinda K. Danforth to accept update. Seconded by RC Metoxen. Motion carried.*

**3. Anti-Bullying Policy: Request by Principal Peguero to be deferred until February 2018 meeting**

**[excerpt from December 4, 2017 Minutes]:** Motion by Melinda K. Danforth to request that school administration, which includes Roy Redhail, Heidi Mathey, and any other staff, if they can, review the policy and make recommendations to bring back to school board by the January 2018 meeting as an update, and to also bring back a recommendation of replacing the word Bullying. Seconded by Rhiannon Metoxen. Motion carried.

Amendment to the motion by Melinda J. Danforth to also review this policy at the upcoming scheduled School Board Policies and Procedures meeting to discuss what can be done right now. Seconded by Todd Hill. Motion carried.



*Motion by RC Metoxen to defer to February meeting. Seconded by Todd Hill. Motion carried.*

#### **4. Language House Program Close-Out Report to B.C. [add-on]**

**[excerpt from December 4, 2017 Minutes]** Motion by Melinda K. Danforth to request Tracy Williams to work with School Board Administrative Assistant to complete close-out report and to submit to January 2018 School Board meeting. Seconded by Rhiannon Metoxen. Motion carried.

*Motion by Melinda K. Danforth to approve close-out report and to send to BC in addition to requesting Tracy (the Transition Manager) and Art Skenandore to continue to work together to keep the school board updated on any issues. Seconded by Margaret Ellis. Motion carried.*

#### **5. Educational Leave request to attend UW-Madison Capstone Program: *Item deferred until 9/2018***

**[excerpt from August 17, 2017 Minutes]** Motion by Melinda K. Danforth to defer until September 2018 meeting. Seconded by Fred Muscavitch. Motion carried.

**[excerpt from July 10, 2017 Minutes]** Motion by Margaret Ellis to accept update and to note agenda that update should be expected after end of program in September 2018. Seconded by RC Metoxen. Motion carried.

**[excerpt from June 5, 2017 Minutes]** Motion by Melinda K. Danforth to approve request. Seconded by Shanna Torres. Motion carried. Discussion: Request update upon return.

### **VII: New Business**

1. Tour of Wildlife Sanctuary's Nature Pre-K Program (link to website in email) – Submitted by Melinda J. Danforth on behalf of Daniel Guzman King, O.B.C. Councilman.

Present: Councilman Daniel Guzman King – as Native people, we should be learning more about and using nature for food and other means. Requested School Board members to attend a meeting at the Wildlife Sanctuary to further discuss the program.

*Motion by Melinda K. Danforth to request Sheri Mousseau to look into this program to find out if it is for our students and to inform the Board if members are able to attend. Seconded by Todd Hill. Motion carried.*

### **VIII: Reports**

#### **A. Superintendent**

Still waiting on the Enhancement Grant, may need to do an epoll, as three (3) staff will need to attend training. RC Metoxen – How does the Administrative Staff get evaluated? Through Onbase.

*Motion by Melinda K. Danforth to approve report. Seconded by Todd Hill. Motion carried.*

#### **B. Administrative Staff**

1. Business Manager
2. K-8 Principal
  - a. Assistant Principal
  - b. Gifted and Talented
3. 9-12 School Principal
4. Special Education
5. Technology
6. FACE

RC Metoxen – Is the Maple House building completed? Can someone move the trash bins? Art: The Maple House structure is done. The trash bins have slowly been getting moved, little by little. Another request can be submitted to have them completely moved.

RC Metoxen – Referenced back to Art's recommendation in his report of needing School Board action to meet with the BC to discuss personnel issues. Art: Since the meeting on December 27<sup>th</sup>, it appears that the hiring/personnel issues are moving forward, but there are still issues from the Nation's hiring freeze/cap.

Margaret Ellis asked about the programs that the Technology Coordinator was talking about regarding programs that talk with each other. Technology seems to have fallen behind. Art: to add on the assessment side, MAP testing, for '18 and '19 we're doing 4 tests instead of 3 within two days due to the advanced technology. Models at high

school is now being used at elementary school.

Melinda K. Danforth – is the nutritionist still involved with the kitchen area? Art: Yes, but we have a new person.

*Motion by Melinda K. Danforth to accept reports. Seconded by RC Metoxen. Motion carried.*

### **C. Language Department**

**[excerpt from June 5, 2017 Minutes]** Motion by Fred Muscavitch to approve Organization Chart. Seconded by Margaret Ellis. Melinda K. Danforth opposed. Motion carried. Secondary motion by Melinda K. Danforth to bring back Org Chart item to succession plan meeting, which should be within six (6) months, to make sure the organizational hierarchy is functioning properly. Seconded by Fred Muscavitch. Motion carried.

*Motion by Melinda K. Danforth to look at succession plan during next Policies and Procedures meeting. Seconded by Rhiannon Metoxen. Motion carried.*

Discussion: Councilman Daniel Guzman King – Proposing new language program in the future where students can learn the Oneida Language on a full-time educational level similar to college with receiving payment for housing. Need to find funding but hoping that the Language Department can take this program under its umbrella.

### **E. FYI: Monthly School Calendar**

1. January

## **IX: Executive Session**

### **1. Special Education Cross Categorical Teacher position [add-on]**

- a. Approve updated job description
- b. Approve to hire Cynthia Dziaduch on a Limited Term Contract
- c. Approve to post position

*Motion by RC Metoxen to approve the Special Education updated job description, hire Cynthia Dziaduch on a limited term contract, and to post the position. Seconded by Margaret Ellis. Motion carried.*

### **2. Language Department updated job descriptions [add-on]**

- a. Language Director
- b. Language Facilitator – Fluent Speaking
- c. Language/Culture Elder Supervisor
- d. Language Multi Media Specialist
- e. Trainee – Language/Cultural
- f. Language/Cultural Apprentice

*Motion by RC Metoxen to approve updated job descriptions with new Nation logo and reporting structure under ONSS for Language Director, Fluent Speaking Language Facilitator, Language/Culture Elder Supervisor, Language Multi Media Specialist, Language Cultural Trainee, and Language/Cultural Apprentice. Seconded by Todd Hill. Motion carried.*

### **3. Election of School Board members**

*Motion by RC Metoxen to defer school board elections to next school board meeting. Seconded by Todd Hill. Motion carried.*

### **4. Guidance Counselor vacant position [add-on]**

*Motion by Margaret Ellis to approve the posting of the vacant school guidance counselor position pending receipt of the hiring paperwork and to approve an E-Poll if needed. Seconded by Todd Hill. Motion carried.*

## **X: ADJOURN**

*Motion by RC Metoxen to adjourn at 6:21 p.m. Seconded by Margaret Ellis. Motion carried.*

\*Note - Request Administrative Assistant to send options of meeting dates and times for rescheduled P&P meeting.

\*\*Note – Request Sheri Mousseau to look into discussion of Language Dept. employee at the fire

Respectfully submitted,

Margaret Ellis

Oneida Nation School Board Secretary

approved / corrected on 2/5/18  
Date