



Oneida Nation School Board Meeting Minutes

Date: March 26, 2025

Time: 12:00 p.m. **Location:** Virtual via Teams

Disclaimer: All participants, virtual and or in-person, please be advised that this meeting will be recorded for documentation purposes.

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: Katsi Danforth, Teresa Schuman, Kathe Cornelius, Sacheen Lawrence, Candace House, Tracy L. Metoxen

Excused: Melissa Skenandore

Unexcused:

Others: Barb Truttmann, Jill Jordan

I. Call to Order by: Katsi Danforth **Time:** 12:01 p.m.

II. Agenda

Motion by Teresa Schuman to approve the agenda at 12:05 p.m. Seconded by Tracy L. Metoxen. Motion carried.

III. Follow up Item

A. Approve Food Service Job Description #00226 and Post Position

Motion by Kathe Cornelius to approve the Food Service job description #00226 and to post the position. Seconded by Sacheen Lawrence. Motion carried.

[excerpt from March 17, 2025 Minutes: Motion by Teresa Schuman to request the superintendent to contact the kitchen supervisor to inquiry whether the vacant position #00226 needs to be filled immediately, if it can be filled later in the summer, or if it can be filled now as an ET position. Seconded by Sacheen Lawrence. Motion carried.]

- i. FYI: Correspondence regarding response of when position is needing to be posted

Motion by Candace House to go into Executive Session at 12:07 p.m. Seconded by Kathe Cornelius. Motion carried.

Present: Katsi Danforth, Teresa Schuman, Kathe Cornelius, Sacheen Lawrence, Candace House, Tracy L. Metoxen

Excused:

Unexcused:

Others: Barb Truttmann, Jill Jordan

Motion by Tracy L. Metoxen to come out of Executive Session at 1:00 p.m. Seconded by Teresa Schuman. Motion carried.

IV. Executive Session

A. Determine next steps regarding Superintendent Job Description # 07112

Motion by Tracy L. Metoxen to request all Board members to email recommended changes for the superintendent's job description to the Chair by noon on Monday, March 31, 2025. Seconded by Kathe Cornelius. Motion carried.

[excerpt from March 17, 2025 Minutes: Motion by Teresa Schuman to request the School Board Chair to request HRD to obtain superintendent job descriptions from public schools. Seconded by Candace House. Motion carried.]

Motion by Teresa Schuman to request the School Board Chair to obtain following documents from HRD: the employment levels, vacant positions by title, job description of principals, executive assistant, office manager, and other administrative staff, and the ONSS org chart. Seconded by Candace House. Motion carried.]

[excerpt from March 17, 2025 Minutes:

Motion by Teresa Schuman to not approve the proposed changes to job description #07112. Seconded by Kathe Cornelius. Motion carried.]

Motion by Teresa Schuman to request Chair to schedule a meeting with the HR Executive Director regarding proposed changes to job description #07112. Seconded by Kathe Cornelius. Motion carried.]

- i. For reference: Green Bay Area Public School District Superintendent Job Description
- ii. For reference: Ashwaubenon School District Superintendent Job Description
- iii. For reference: School District of Phillips Superintendent Job Description
- iv. FYI: Correspondence of request for information from HRD

B. Review and Discuss Workforce Levels Budget vs Actual with Funding Category

No action taken.

C. Review and Discuss Elementary School Principal (K-8) Job Description

No action taken.

D. Review and Discuss High School Principal (9-12) Job Description

No action taken.

E. Review and Discuss Student Success Coordinator Job Description

No action taken.

1. Request to approve the amended Student Success Coordinator Job Description (hand-out)

No action taken.

F. Review and Discuss Special Education Coordinator/Supervisor Job Description

No action taken.

G. Review and Discuss Executive Assistant Job Description

No action taken.

H. Review and Discuss Administrative Assistant (ONES) Job Description

No action taken.

I. Review and Determine Next Steps regarding ONSS Organizational Chart

No action taken.

J. Review and determine next steps regarding Superintendent Contract Form

No action taken.

[excerpt from March 17, 2025 Minutes: Motion by Teresa Schuman to meet weekly until there is an approved superintendent contract to determine which direction and next steps for the 2025 – 2026 school year. Seconded by Kathe Cornelius. Motion carried.]

K. Determine next steps regarding Letter of Renewal for position #07112

No action taken.

[excerpt from March 17, 2025 Minutes: Motion by Teresa Schuman to meet weekly to determine next steps to Letter of Renewal for position 07112. Seconded by Sacheen Lawrence. Motion carried.]

V. Adjournment

Motion by Teresa Schuman to adjourn at 1:02 p.m. Seconded by Tracy L. Metoxen. Motion carried.


Kathe Cornelius, School Board Secretary

Approved on: 4/07/2025