



Oneida Nation School Board Meeting Minutes

Date: April 7, 2025

Time: 5:00 p.m. **Location:** ONES Library

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, Kathe Cornelius, Sacheen Lawrence, Tracy L. Metoxen (online via Teams)

Excused: Candace House, Teresa Schuman, Melissa Skenandore

Unexcused: None

Others: Sheri Mousseau, Tracy Christensen, Jackie House, Tanya Lopez-Martin, Fay LeMense, Linda Jenkins, Alicia Summers, Kim Reiter-Summers, Artley Skenandore, Kanani Nunies (virtual), Gina Madueno (virtual), Jolene Hensberger (recorder)

I. Call to Order / Roll Call by: Katsi Danforth **Time:** 5:04 p.m.

II. Adopt Agenda

Motion by Kathe Cornelius to adopt the agenda with the following changes: 1) add maple sugar camp presentation as first item on the agenda, 2) move the FACE items, VII.A.3, 4 and VII.C.8. before the Superintendent's report, 3) add lockdown incident to executive session. Seconded by Sacheen Lawrence. Motion carried.

Maple Sugar Camp Presentation addressed next. Presenters: Kim Reiter-Summers and Alicia Summers.

III. Open Forum (none)

No action needed.

IV. Minutes

A. Approve March 3, 2025 Minutes

Motion by Kathe Cornelius to approve the March 3, 2025, meeting minutes. Seconded by Sacheen Lawrence. Motion carried.

B. Approve March 7, 2025 Minutes

Motion by Kathe Cornelius to approve the March 7, 2025, meeting minutes. Seconded by Sacheen Lawrence. Motion carried.

C. Approve March 17, 2025 Minutes

Motion by Tracy L. Metoxen to approve the March 17, 2025, meeting minutes. Seconded by Kathe Cornelius. Motion carried.

D. Approve March 26, 2025 Minutes

Motion by Kathe Cornelius to approve the March 26, 2025, meeting minutes. Seconded by Sacheen Lawrence. Motion carried.

V. Epoll (none)

No action needed.

VI. New Business (none)

No action needed.

FACE items, VII.A.4, 5 and VII.C.8 addressed next.

VII. Superintendent

A. Reports and Updates

1. Approve the Superintendent report

Motion by Kathe Cornelius to approve the Superintendent report. Seconded by Sacheen Lawrence. Motion carried.

Discussion: Add the requested updated job description of the Student Success Coordinator to the next Board meeting.

2. Accept March Expectations update

Motion by Kathe Cornelius to accept the March Expectations update. Seconded by Sacheen Lawrence. Motion carried.

3. Accept Special Education Referral Status and Progress Updates (in Supt's report)

Motion by Sacheen Lawrence to accept the Special Education Referral Status and Progress updates. Seconded by Kathe Cornelius. Motion carried.

4. Approve the SY25 – 26 FACE Continuing Application

Motion by Kathe Cornelius to approve the SY25-26 FACE Continuing Application. Seconded by Sacheen Lawrence. Motion carried.

5. Approve the FACE Assurances (signature requested)

Motion by Kathe Cornelius to approve the FACE Assurances, and to have Chair sign form. Seconded by Sacheen Lawrence. Motion carried.

6. Accept HMH Growth Reports

Motion by Kathe Cornelius to accept the HMH Growth Reports. Seconded by Sacheen Lawrence. Motion carried.

Motion by Kathe Cornelius to request an update at the May meeting of the number of students in red status and how long each of those students have been in the red status. Seconded by Sacheen Lawrence. Motion carried.

B. Standing Items / Follow Up

1. Accept JOM Budget update

Motion by Sacheen Lawrence to accept the JOM Budget update. Seconded by Tracy L. Metoxen. Motion carried.

2. Accept [verbal] ONSS Staff Pension Plan Committee update (in-progress)

Motion by Tracy L. Metoxen to accept the verbal update. Seconded by Kathe Cornelius. Motion carried.

C. Administrative Staff Reports

1. Accept Business Manager Report

Motion by Sacheen Lawrence to accept the Business Manager report. Seconded by Kathe Cornelius. Motion carried.

A. Accept Financial Budget update regarding impact from staff increases

Motion by Sacheen Lawrence to accept the Financial Budget update regarding the impact from staff increases. Seconded by Kathe Cornelius. Motion carried.

Motion by Sacheen Lawrence to request the Business Manager to bring back draft salary scales with a 3% wage increase for all staff. Seconded by Kathe Cornelius. Motion carried.

[excerpt from March 03, 2025 Minutes: Discussion: When will the Board receive the follow up request of any impact from the staff increases? Business Manager: will work with someone to find the most accurate response and will provide update at next month's Board meeting.]

2. Accept Ramah Navajo Settlement Budget update

Motion by Sacheen Lawrence to accept the Ramah Navajo Settlement Budget update. Seconded by Tracy L. Metoxen. Motion carried.

3. Accept K-8 School Principal Report

Motion by Kathe Cornelius to accept the K-8 School Principal report. Seconded by Tracy L. Metoxen. Motion carried.

4. Accept High School Principal Report

Motion by Tracy L. Metoxen to accept the High School Principal report. Seconded by Sacheen Lawrence. Motion carried.

Discussion: April 24, 2025, at 9:30 a.m., there will be a one (1) hour event at the Turtle School held by the NFL. School Board members are invited to attend. Appointment reminder will be emailed.

5. Accept Oneida Language Department Report

Motion by Sacheen Lawrence to accept the Oneida Language Department report. Seconded by Kathe Cornelius. Motion carried.

A. Accept Language and Culture Curriculum update

Motion by Sacheen Lawrence to accept the Oneida Language Department Curriculum update. Seconded by Kathe Cornelius. Motion carried.

Motion by Sacheen Lawrence to remove item VII.C.5.A. from the Oneida Language Department report and add to the Superintendent's report to receive updates on the language and culture curriculum. Seconded by Kathe Cornelius. Motion carried.

6. Accept K-12 Special Education Coordinator Report

Motion by Kathe Cornelius to accept the K-12 Special Education Coordinator report. Seconded by Sacheen Lawrence. Motion carried.

7. Accept K-12 Technology Coordinator Report

Motion by Tracy L. Metoxen to accept the K-12 Technology Coordinator report. Seconded by Kathe Cornelius. Motion carried.

8. Accept FACE Report

Motion by Tracy L. Metoxen to accept the FACE report. Seconded by Kathe Cornelius. Motion carried.

Motion by Kathe Cornelius to go into Executive Session at 6:53 p.m. Seconded by Tracy L. Metoxen. Motion carried.

Present: Katsi Danforth, Kathe Cornelius, Sacheen Lawrence, Tracy L. Metoxen (online via Teams)
Excused: Candace House, Teresa Schuman, Melissa Skenandore
Unexcused: None

Motion by Tracy L. Metoxen to come out of Executive Session at 7:54 p.m. Seconded by Kathe Cornelius. Motion carried.

VIII. Executive Session

A. Review and approve proposed changes to job description # 07112

Motion by Sacheen Lawrence to approve the job description #07112 contingent upon the proposed changes sent to HRD. Seconded by Tracy L. Metoxen. Motion carried.

[excerpt from March 26, 2025 Minutes:

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 7, 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.]

B. Approve Superintendent Contract Form

Motion by Sacheen Lawrence to approve the Superintendent Contract form to include any changes made to job description #07112. Seconded by Kathe Cornelius. Motion carried.

[excerpt from March 26, 2025 Minutes:

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.]

[excerpt from March 7, 2025 Minutes:

Motion by Teresa Schuman to not approve the Superintendent Contract form. Seconded by Kathe Cornelius. Motion carried.

Motion by Sacheen Lawrence to require the superintendent to include in monthly report the number of staff licensure tuition requests received by supervisors, list of approved or denied requests, and the status of the budget from where funds are taken. Seconded by Kathe Cornelius. Motion carried.]

[excerpt from March 3, 2025 Minutes:

Motion by Sacheen Lawrence to schedule March 7, 2025, at noon via Teams, to discuss the Superintendent's suggested changes to job description and the 2025 – 2026 Contracts. Seconded by Kathe Cornelius. Motion carried.]

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

Motion by Tracy L. Metoxen to not approve a Letter of Renewal to Superintendent for the SY2025-2026. Seconded by Sacheen Lawrence. Kathe Cornelius opposed due to recent uncertainty of federal fundings, and short time span for recruitment. Motion carried.

Motion by Tracy L. Metoxen to request the Chair to contact HRD for the next steps to post position #07112. Seconded by Sacheen Lawrence. Opposed by Kathe Cornelius. Motion carried.

*[excerpt from March 26, 2025 Minutes:
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.]*

*[excerpt from March 3, 2025 Minutes:
Motion by Sacheen Lawrence to have the Superintendent change the verbiage on the Notice of Intent Renewal Contract letter [and all Contracts] to show that the Supervisor is the approver of the tuition reimbursement cost and that the Superintendent is the budget fiduciary approver. Seconded by Kathe Cornelius. Motion carried.*

Motion by Sacheen Lawrence to schedule March 17, 2025, at 5 p.m. via Teams, as the second March meeting. Seconded by Teresa Schuman. Motion carried.

Motion by Sacheen Lawrence to schedule March 7, 2025, at noon via Teams, to discuss the Superintendent's suggested changes to job description and the 2025 – 2026 Contracts. Seconded by Kathe Cornelius. Motion carried.

Motion by Sacheen Lawrence to have Chair email School Board Attorney to obtain process to have Superintendent review and amend job descriptions of those who report to her. Seconded by Candace House. Motion carried.]

D. Accept FY2025 Cost Savings Tools-Hiring Freeze, dated March 28, 2025

Motion by Sacheen Lawrence to accept the FY2025 Cost Savings Tools-Hiring Freeze as information. Seconded by Kathe Cornelius. Motion carried.

E. Accept FY2025 Cost Savings Tools Budget Contingency Tier 1 – Hiring Freeze

Motion by Sacheen Lawrence to accept the FY2025 Cost Savings Tools Budget Contingency Tier 1 – Hiring Freeze as information. Seconded by Kathe Cornelius. Motion carried.

F. Accept FY2026 – FY2028 Budget Considerations and Calendar

Motion by Sacheen Lawrence to accept the FY2026 – 2028 Budget Consideration and Calendar as information. Seconded by Kathe Cornelius. Motion carried.

G. Discussion regarding ONSS Lockdown incident

Requesting Superintendent to send the lockdown incident to the Board for review. Add School Board members to alerts/notifications sent from the school.

H. Reschedule May 5, 2025 meeting due to tentative GTC meeting

Motion by Sacheen Lawrence to reschedule the May 5, 2025 meeting to May 12, 2025. Seconded by Tracy L. Metoxen. Motion carried.

I. Schedule meeting to complete and approve Semi-Annual Report

Motion by Sacheen Lawrence to schedule April 14, 2025, 12 p.m., via Teams, to complete the Semi-Annual report. Seconded by Kathe Cornelius. Motion carried.

J. Schedule second April Board meeting to complete follow up items

Motion by Sacheen Lawrence to schedule April 28, 2025, at 5 p.m., in-person, to complete Q3 School Board report, Org Chart, and draft salary scales with the 3% increase. Seconded by Tracy L. Metoxen. Motion carried.

IX. Adjournment

Motion by Tracy L. Metoxen to adjourn at 8:13 p.m. Seconded by Sacheen Lawrence. Motion carried.


Kathe Cornelius, School Board Secretary

Minutes approved on: 5/12/2025