

I. OPENING MEETING

- a. Roll Call –
 - i. BOE Members: (in-person): Kelsay Shackelford, Michael Shackelford, Michele Johnson Kindred, Jason Ramos; (online): Jace Baldosser – Quorum established
 - ii. TEA Staff: present-in person: Alison Robbins, Lisa Hoffman; (online) Marlee Mansfield-Chavez
 - iii. President Kelsay Shackelford called the meeting to order at 7:04PM

II. REPORTS

- a. The Executive Director's Report – additional information not included in written report
 - i. GYOA Draft APR cover sheet signed by Jason
 - ii. STEP Draft APR cover sheet signed by Jason
- b. Marketing and Communications Report
 - i. Social Media Posts & TEA Website Engagement

III. PUBLIC COMMUNICATIONS

A member of the public (speaker) may address the Board during the Public Communications section of the BOE Agenda. Comments by public speakers made during the Public Communications will be limited to items on the BOE Agenda or items within the jurisdiction of the Board. The number of speakers who speak during Public Communications will not exceed ten. A speaker, in lieu of speaking during Public Communications, may speak during an agenda item. Comments during an agenda item will be limited to the topic of the agenda item. Speakers may register to speak by calling the Clerk of the Board at (707) 668-5101 by noon on the day of the BOE meeting, or they may register at the location of the BOE meeting until 10 minutes before the meeting begins. When registering to speak, a speaker will identify the topic the speaker wishes to address. A speaker's comments at a meeting will not exceed 3 minutes, will be limited to the registered topic, and will not include personnel matters concerning TEA or Tribal employees and/or matters that would violate the privacy of students. Speakers will provide (7) copies of any handouts to the Clerk of the Board for distribution at the Board table. For more information and restrictions, please see BOE policy Section 1402.6 Board of Education Agendas, Calendars, & Meetings.

IV. CONSENT AGENDA

- a. Job Description – Marketing & Communications Intern (Secondary) [see attachment](#)
 - i. Contact(s): Alison Robbins
 - ii. Purpose: New Marketing & Communications Intern job description for 180-200-hour internship for April through September 2023 for high school interns from Northern Humboldt Union High School District (NHUHSD).

- iii. Recommendation: Staff recommends the approval of this job description and dissemination of the job posting to NHUHS employment boards maintained by Job Coach.
 - 1. **DISCUSSION:**
 - 2. **NOMINATIONS:**
 - 3. **DECISION:**
 - 4. **ACTION:**

V. ITEMS REQUIRING BOARD ACTION OR DISCUSSION

a. Policy Statement: 2100 TEA, Community and Media relations:

- i. Contact(s): Alison Robbins, Executive Director TEA
- ii. Purpose: The TEA, community and media relations program is a responsibility of both the Board of Education and the TEA staff. Within the bounds of legal and ethical responsibilities to students, the TEA will attempt to keep the community well informed about the operations and needs of its learning sites and programs. The BOE recognizes the necessity of involving citizens in the work of the TEA and its learning sites and program, and of two-way strategic communication with internal and external audiences. Communications strategies may include publications of print, audio, video, digital and social media, media relations, and various face-to-face communication activities.
- iii. Recommendation: Staff recommends approval of this policy statement and the development of Standard Operating Procedures (SOPs) for communications including but not limited to the TEA website and Facebook content and posting.
 - 1. **DISCUSSION:**
 - 2. **NOMINATIONS:**
 - 3. **DECISION:**
 - 4. **ACTION:**

b. Policy Statement: 2110 General Education Provisions Act (GEPA) Policy:

- i. Contact(s): Alison Robbins, Executive Director TEA
- ii. Purpose: The purpose of this policy is to comply with the requirements of the General Education Provisions Act (GEPA), Section 427, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382). The Blue Lake Rancheria Tribal Education Agency Board of Education will identify steps to ensure access to federally assisted programs have been provided as specified in the General Education Provisions Act (GEPA), Section 427 as Standard Operating Procedures under this policy.
- iii. Recommendation: Staff recommends approval of this policy statement and the development of Standard Operating Procedures (SOPs) for GEPA related

communications.

1. **DISCUSSION:**
2. **NOMINATIONS:**
3. **DECISION:**
4. **ACTION:**

VI. MISCELLANEOUS

a. Approval of DRAFT BOE Meeting Minutes of 02/21/2023

1. **DISCUSSION:**
2. **NOMINATIONS:**
3. **DECISION:**
4. **ACTION:**

VII. UNFINISHED BUSINESS

- a. OCTAE's 2023 Equity Summit Webinar Series entitled Equity in Career Connected Education: Advancing Economic Mobility March 28; Alison will give a 20-minute presentation. [See attachment](#)
- b. BOE previous tabled items

VIII. NEW BUSINESS

- a. NIEA 2023 Hill Week
 - i. Advancing Sovereignty with the ESSA
 - ii. Appropriations
 - iii. Native Education For All
 - iv. Whole Child Initiative & Social-Emotional Learning (SEL)
- b. Bear River Band of Rohnerville Rancheria joins C-TIE 03/17/2023
- c. USDA UAIP Grant Proposal submission 03/27/2023
- d. Upcoming Events
 - i. Land Back Art Show – 03/23/2023
 - ii. California BIG TIME – 04/08/2023
- e. BOE Professional Development
 - i. NACIE Virtual Meeting 03/30-31/2023 at 10AM Pacific

IX. AJOURNMENT