

I. OPENING MEETING

- a. Roll Call – Present: Michele Johnson-Kindred, Tate Morgan, Michael Shackelford, Kelsay Shackelford. Absent: Jace Baldosser (pre-excused). Quorum established at 7:04 PM.
- b. TEA Staff – Alison Robbins, Marnie Atkins, Lisa Hoffman

II. PUBLIC COMMUNICATIONS – No comments.

III. REPORTS

- a. The Executive Director's Report
 - i. TEA Staff Updates
 - 1. GYOA – Alison purchased tickets for her and Steve to travel to DC. \$990 per room in DC. Plane tickets were \$1200 - \$1400 each. Alison included meeting flyer. Financial report will be covered for the SAPR due 3/31/2025. Alison summarized the SAPR Executive Summary Report. Alison made corrections to her numbers: 24 was goal, 24 recruited, 3 dropped out, 21 entered program, 17 have graduated, 4 are in process. Alison believes that 2 of those 4 will definitely graduate; graduation necklaces have been obtained. Concerns about the other two who are hold overs that paused on cohort 1 and cohort 2. Alison discussed new book for Induction book study *"Beyond Reform: Systemic Shifts Toward Personalized Learning"* re: performance based systems used at Lindsay Unified. ECS will be using this method going forward to address the lack of proficiency of students. Alison is attempting to get the two GYOA cohort participants who work for ECS to lead a book study for all the GYOA cohorts. Alison confirmed the previously approved site visits by Steve commences this weekend.
 - 2. Lisa added to her bullet points listing the new schools that were added: Winship, Northern Humboldt Charter, Zoe Barnum. Working on a new design your own internship with student at Zoe Barnum. Lisa is doing training on Reading Villages at Wiyot Cultural center on Saturdays focused on Agriculture (using books on TEK re: Indigenous Foods). Lots of requests coming in for Lisa's services – North Star Quest Camp, Big Lagoon Coastal Camp. Lisa is pursuing her drone license so she can continue to expand the career exploration and training opportunities for students – going from small drones indoors to larger outdoor drones which requires an FAA license. Alison provided info about NACTEP being statutory and that the funding is secured. Alison submitted NACTEP FY25 grant budget \$3,236,950 for 5 Year budget. This is an expansion off the first NACTEP grant which was a pilot program. Alison explained that

tuition and costs of valuable certifications can be costly, and that has been included in the grant application to remove barriers for students. CTE sectors included in the NACTEP expansion grant: ANR, EECFS, HSMT, MPD, and PS.

3. Marnie spoke about the PIM grant bullet points. 4 students showed up to the March 15th orientation (2 from Del Norte, 2 from Humboldt); one of these students was a justice involved youth with an ankle bracelet – so we are reaching students in our target groups; Marnie spoke about this career pathway is open to those who have had legal issues. She stressed non-drug use because of the emergency response nature of the career pathway. Orientation provided valuable information on careers that use this training. The enrollment process is extended due to online course set-up – see details in ED's report. 40 total spots available. Students must complete all pieces by May 12 so they can participate in the May 18th final in-person event. Marnie is working on summer internship flyers. Alison met with Del Norte County Schools – update on their new CTE director who is replacing the man that was fired about six weeks after we met in September. Alison is connecting Marnie to the new Director. Alison gives credit to Sean Smith and Steve Godla for really pushing DNCOE to respond and get with it. Alison highlighted Danny's bullet points and invited the BOE to click on Danny's links. Danny went to his PD for Year 2 in Sacramento end of February begin March re: establishing CTSOs and business recruitment to support CTSOs. Alison spoke about the MPD pathway and work with HCOE and NHUHSD using the [Precious Plastics](#) model (open source academy online) – student run non-profit business. Covers MPD and Entrepreneurship policy goals. HCOE to do risk assessment during program design for student safety. Tate expressed interest in being involved in the Precious Plastics program – he owns two of their machines.
 4. Alison went over Higher Ed Program student updates and achievement.
- ii. Financial Reports – BIA, NACTEP, and GYOA (added)
1. Alison went over BIA program with plans for wrapping up by September
 2. NACTEP budget – all five years in the budget; explained the contents of each of the columns, giving examples of what are in the columns.
 3. GYOA budget – this is the report being used for the SAPR's Optional Budget report, and Section B. Five years of budget being shown, and Alison explained that the Pre-Obligation column on this report shows Yr. 5 and a No Cost Extension (NCE) period. NCE period will be necessary to provide the final year of Induction support for cohort 4, and wrapping up

the Final Performance Report. Alison addressed the very odd start dates of the grant (8/3/xx – 08/02/xx). Alison explained the issue with the HCOE contract and their staffing shortages. Alison does all of the work that would have been done under their contract, and thus, the direct charges for travel and Induction support rather than it going through Contractual. Alison's additional salary and fringe costs resulting from not going through HCOE. Originally budgeted at 25% and now Alison spends 40-50% of her time managing 21 different participants, 5 mentors, all the reports, invoicing, and the month meetings/emails for credential clearing assistance, and the Induction support program continuous improvement.

IV. CONSENT AGENDA – None at this time.

V. ITEMS REQUIRING BOARD ACTION OR DISCUSSION

a. NHUHSD PAC Scholarship Funds & Success in Both Worlds Conference Donation

- i. Contact(s): Alison Robbins, Executive Director
- ii. Purpose: NHUHSD Parent Advisory Committee is requesting assistance in fundraising for their scholarship program.
- iii. Recommendation: It is the recommendation of staff that some items or funding be provided for the fundraiser.
 1. **DISCUSSION**: Angie Brenes email was reviewed. Alison discussed the limitations of federal grant dollars not purchasing things that will be sold for fundraisers – against federal law. Alison discussed the ECOLAB donation which was matching for the PIM grant. NHUHSD Native American students are all eligible PIM students. Question from Mike about the due date for donated items on the table. Logistics were discussed about how to best support NHUHSD PAC scholarship program. Michele asked if BLR couldn't just donate the money for scholarships rather than buying the Big Time table items. Mike wants to make sure that the money used will still be counted as Matching for PIM even if we use it for scholarship. Alison explained that this would be considered direct support to students for college tuition/career readiness via the scholarships. Kelsay asked about plans for the matching funds prior to Angie's email. Alison explained that it was originally earmarked for scholarships to students helping to organize the Two Spirit conference with the Wiyot Tribe, however, Alison is concerned that because the conference would fall under the DEI issues being debated in court right now due to the Trump OMB memo, that if we used the funds for that, it might not be considered eligible for matching. Matching funds cannot be

used for things that would be unallowable under the grant. Kelsay asked if there is a concern that these scholarships are just for Native American students. Alison stated that Native American students are supposed to be targeted under PIM's regulations because they are considered historically marginalized. Alison emphasized that the money was provided by ECOLAB to help kids, and that the final decision is up to the BOE, and Kent from ECOLAB has preapproved scholarships. Alison asked about splitting the scholarship money between the districts. Mike asked about the needs of the different districts. Alison addressed the funds already approved (up to \$5000) for Eureka City Schools by BLR TEA BOE, and that the Wiyot Tribe is providing a lot of support to ECS. NHUHSD has not been provided similar supports. Michele highlighted college scholarships. Mike asked about how it was done prior. Alison provided info on the amount of scholarships of \$300-\$500 – gave example of the Climate Change Leadership Scholarships given out in 2023. Mike asked if the full amount of \$1000 had to be used at this time. Decision: \$900 to NHUHSD PAC for Native Student scholarships.

2. **NOMINATIONS:** Tate Morgan makes the motion that \$900 be donated from the ECOLAB matching funds to NHUHSD; Michele Johnson-Kindred 2nds the motion.
3. **DECISION:** 4-0-0
4. **ACTION:** Alison to write up payment request with documentation, and submit to Accounting. Alison to email NHUHSD to let them know.

VI. MISCELLANEOUS

- a. Approval of DRAFT BOE Meeting Minutes of 02/25/2025
 1. **DISCUSSION:** Michele and Mike felt the minutes were thorough. No corrections were provided.
 2. **NOMINATIONS:** Kelsay Shackelford motions to approve minutes as presented; Michele Johnson-Kindred 2nds the motion.
 3. **DECISION:** 4-0-0
 4. **ACTION:** Alison to remove DRAFT and provide for posting.

VII. UNFINISHED BUSINESS

- a. Policy Update 2025 – added Transportation – cleaning language and providing to Toni for BOE website, and for use in grant applications.
- b. MOU with Humboldt County Inter-Agency Leadership Team – Alison has been in numerous design and negotiation meetings and this will be submitted by the end of April

to the State of CA. Even if it is DRAFT mode, Alison will include it in the grant applications that are pending.

- c. Mellon Foundation **proposal accepted; grant application due 03/28/2025** – tribal resolution was approved and provided to Chag Lowry for upload. Alison and Chag meeting on this again before due date to finalize submission.
- d. \$1000 Donation from ECOLAB (Kent Roberts) – Thank you card – Marnie and Toni are working on MYIA branded card.
- e. NACTEP – Native American Career and Technical Education Program – US Department of Education **grant application Submitted: March 10th** – Narrative & Budget attached – Alison provided portions.
- f. US Department of Education – Annual Project Directors Meeting April 13-16 – GO! – Flyer with meeting agenda provided.
- g. Google Workspace & TEA Staff Development – IT Meeting with Robert Pollard – Alison and Robert’s calendars just cannot get in sync. They are both so busy. No progress yet.
- h. NATRI – Native American Teacher Retention Initiative – US Department of Education Office of Indian Education **grant application due: April 28** – Alison has had meetings on this – getting it figured out in the next two weeks.
- i. NYCP – Native Youth Community Partnership – US Department of Education Office of Indian Education **grant application due: April 28** – Alison did 19 pages of writing on this yesterday (3/17).
- j. PD – Professional Development – US Department of Education Office of Indian Education **grant application due: April 28** – Yurok Tribe is not applying, and we are going to combine their previous grant application and ours for a GYOT and GYOA combo program.

VIII. NEW BUSINESS – None at this time.

IX. AJOURNMENT – Michele Johnson-Kindred made the motion to adjourn; Tate Morgan 2nd the motion. Meeting adjourned at 8:11 PM.

Item IV – Executive Director’s Report: Regular Meeting of the BOE 03/18/2025

The Blue Lake Rancheria Tribal Education Agency is funded by multiple grants, as well as contracts with the Bureau of Indian Affairs, and grants from other agencies such as the Decolonizing Wealth Foundation.

Professional Development FY21 – US Department of Education, Office of Indian Education

(Year 4 of 5) – Staff salaries covered: Alison (.30 FTE being increased to .40 FTE) – fund/department: 03/283

- The annual director’s meeting which was scheduled from April 13-16 in Washington, DC is supposedly still on. Donna Sabis-Burns said to purchase refundable tickets and make refundable hotel reservations.
- Semi-Annual performance report is due on March 31, 2025
- Student tuition and stipends are continuing to be paid.
- Steve Godla’s trip is happening he leaves this week.

Native American Career Technical Education Program FY21 – US Department of Education, Office of Career, Technical, and Adult Education (OCTAE)

(Year 4 of 5) – Staff salaries covered: Alison (.05 FTE) and Lisa (1.0 FTE) - fund/department: 03/284

- i. Career Readiness Education Coordinator (Lisa K. Hoffman)
 - Recently began connecting with a student at EHS who has expressed interest in designing their own Internship for Reading Villages and Drones curriculum
 - Has been frequently and consistently requested by partners to return for Environmental Fairs, Summer Camps and overnight Summer Camps
 - Will be launching a Reading Villages activity at the Da Gou Rou Lo Wi' Cultural Center on March 15th, exploring a chapter "Ka'm-t'em" by Kishan Lara-Cooper and Walter J. Lara, Sr. Participants will engage in an informal one-hour discussion, exploration, with the possibility of sharing local and histories and stories (contingent on participant's expressed permission).

Carl Perkins Innovation and Modernization (PIM) FY23 – US Department of Education, Office of Career, Technical, and Adult Education (OCTAE)

(Year 2 of 3) – Project Director: Alison (.55 FTE), Project Coordinator (PIM PC) Marnie Atkins (1.0 FTE); Career Readiness Education Coordinator (CREC) Korby Skoglund (1.0 FTE); Community Services Coordinator (CSC) Danny Kelley – 1.0 FTE; Career Readiness Education Coordinator – Hoopa (CREC) Isaac Kinney (1.0 FTE); - fund/department: 03/286

- i. MYIA Project Coordinator (Marnie Atkins)
 - 1. By the time you read this, BOE Members, we will have had our wildland firefighter training orientation. I am going to guess it went swimmingly with 100s of youth in attendance ... or maybe just about 10 youth and 5-7 CTE Techs/School Counselors.
 - a. However many folks showed up, the 30-hour online wildland firefighter training is underway. Registration has been extended to Friday, April 18 since this online training is asynchronous. All work must be completed online by Monday, May 12 so that the students can participate in the *required* hands-on field day on Sunday, May 18. Students will receive their certificates of completion that day.
 - b. The field day is being organized by Tim with BLR Fire Department. I have asked him to keep me in the loop so that I can ensure that logistics, other than permissions and activities, can be taken care of my MYIA staff.

2. March-Summer internship informational flyers have been finalized and are ready to be shared out with students and partner schools, once the job sites are ready to start interviewing students. Danny and I have been reaching out to the various internship site locations to be sure they are still available to host interns and find out when they will be ready to interview.
3. Danny and I are also working on a series of workshops to present to interested youth. Our first foray will be about developing a budget. We will continue to put together workshops based on the Student Interest Survey responses from area youth.
- ii. MYIA Community Services Coordinator (Danny Kelley)
 1. I had the opportunity to attend the **Educating for Careers 2025** conference in Sacramento, thanks to HCOE generously offering me an open spot at no cost to BLR. The sessions provided valuable insights on **Career Technical Student Organizations (CTSOs)** as tools for student leadership, the role of **AI in career exploration**, and strategies for integrating **workforce development initiatives** into CTE programs. Highlights included an inspiring keynote from **José Hernández**, discussions on **skills-based hiring and emotional intelligence in leadership**, and opportunities to expand **renewable energy internships and legal pathway programs** for students. [Read my conference notes here.](#)
 2. Join MYIA and HCOE as we launch an exciting **student career club focused on building trades!** This special kickoff event on **March 26th** will introduce students to industry professionals, hands-on learning opportunities, and pathways to careers in construction and skilled trades. **RSVP** to attend: [RSVP Form](#).
 3. I attended my first **Humboldt County Workforce Development Board** meeting on February 21, 2025, where we discussed key workforce initiatives, including **youth internship expansion, living wage analysis, and offshore wind industry workforce preparation**. The board approved updates to the **bylaws**, allocated funding for **strategic planning**, and explored ways to enhance **regional economic development** by aligning industry needs with training programs. I also initiated follow-up discussions on **tribal workforce inclusion, healthcare workforce retention, and financial services sustainability**, ensuring that Indigenous workforce strengths and community priorities remain central to future planning. [Full meeting notes can be read here.](#)

Northern Humboldt Union High School District – Title VI Indian Ed Program Contract

- Leo Canez being delayed due to health issues – asking for approval of continuation contract

Blue Lake Rancheria Higher Education Scholarship Program

- Andrew Brundin was approved for \$37,000 in tuition for the next 2.5 years from General Fund
- Ashley Lance is defending her dissertation on 04/25/2025
- Sloan Lewis has completed the Phlebotomy License and passed the national exam. She is pursuing her MS in Nursing at Alverno College in Phoenix and starts in May. She is taking a medical terminology class as a pre-requisite and has just passed her Basic Life Support certification yesterday 3/17/2025
- Mandi Kindred will be attending Alverno College starting in May – Physician’s Assistant pathway.
- Mike Shackelford has straight A’s going into the home stretch of Spring semester – on path towards Dean’s List

Bureau of Indian Affairs - Wildlife & Parks Program (2023)

Total Budget \$ 49,052.00

GL Code	GL Title	Sum of Net Amount
5001	Wages	\$ 30,072.81
5102	Social Security Tax	\$ 1,864.49
5103	Medicare Taxes	\$ 436.05
5106	State Unemployment Taxes	\$ 720.93
5109	Worker's Comp Expenses	\$ 1,227.05
5111	Health Insurance	\$ 47.12
5116	Retirement Expense	\$ 15.56
5140	Travel/Registration	\$ 1,096.32
5211	Supplies	\$ 550.83
Grand Total		\$ 36,031.16

Budget Balance	\$ 13,020.84
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Planned Expenditures

UNPOSTED GL TRANSACTIONS

Destinlee Mendez \$ 340.73 \$ 3,412.50 \$600 a month April - August 2025

Covin Sigala \$ 211.48 \$ 3,412.50 \$600 a month April - August 2025

NYCALC - support \$ 3,500.00 Requested via Lonyx Landry for Destinlee Mendez

Copco Dam Field Trip \$ 500.00 waiting on estimate from Sheila Richards

\$ 552.21	\$ 10,825.00	\$ 11,377.21	Total estimated planned expenditures
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Estimated Budget Balance	\$ 1,643.63
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Budget Year (Multiple Items)		Native American Career and Technical Education Program						
		Budget vs. Expenditures as of February 28, 2025						
Sum of Net Amount	Budget	Actuals	Invoice	Obligation	Pre-Obligation	Total Cost	Budget Balance	Notes on Pending Budget Adjustments for Year 5 Budget
01 - Salary	\$ 225,711.00	\$ 131,069.36	\$ 3,503.17	\$ 33,602.53		\$ 168,175.06	\$ 57,535.94	Lisa & Alison's salary
02 - Fringe	\$ 73,603.00	\$ 37,573.71	\$ 523.90	\$ 12,570.64		\$ 50,668.25	\$ 22,934.75	Lisa & Alison's benefits
03 - Travel	\$ 40,868.00	\$ 33,901.11			\$ 295.52	\$ 34,196.63	\$ 6,671.37	Travel budget covering gasoline and field trips
04 - Equipment	\$ -					\$ -	\$ -	
05 - Supplies	\$ 24,977.00	\$ 18,283.71				\$ 18,283.71	\$ 6,693.29	Supplies (books, robotics kits, ag supplies, and drone legends)
06 - Contractual	\$ 143,310.00	\$ 99,526.75	\$ 5,000.00	\$ 13,953.68		\$ 118,480.43	\$ 24,829.57	YEAR 5 - \$9K Evaluation; \$6K Externships; \$7.5K for TRIO; \$7K for Tuition
08 - Other	\$ 4,247.00	\$ 3,597.00				\$ 3,597.00	\$ 650.00	CANVA, Zoom, DropBox Sign, Trello
10 - Indirect	\$ 37,610.00	\$ 18,065.41	\$ 322.17	\$ 3,693.85	\$ 23.64	\$ 22,105.07	\$ 15,504.93	Indirect Cost reimbursement for Year 5; move \$7K to Contractual
Grand Total	\$ 550,326.00	\$ 342,017.05	\$ 9,349.24	\$ 63,820.70	\$ 319.16	\$ 415,506.14	\$ 134,819.86	

Indirect 8%

\$ 322.17	\$ 3,693.85	\$ 23.64
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\$ 19,776.86	Potential Year 4 Carryover? - no textbooks this year for course; did we pay for CANVA, Zoom, DropBox yet? No MMV registration; \$6K Externships moved into next year
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NACTEP 5 Year Budget

Year 1	\$ 105,233.00
Year 2	\$ 107,577.00
Year 3	\$ 109,993.00
Year 4	\$ 112,480.00
Year 5	\$ 115,043.00
	\$ 550,326.00

Obligations		
Cal Poly Humboldt Wildland Firefighters Course for minors	\$ 12,000.00	Educ Expense/Tuition/Parking
HSU Sponsored Programs Foundation Pathmakers at Hoopa	\$ 1,953.68	Consultant Fees
	\$ 13,953.68	

Running Budget Amount

Year 1	\$ 105,233.00
Year 2	\$ 212,810.00
Year 3	\$ 322,803.00
Year 4	\$ 435,283.00
Year 5	\$ 550,326.00

Budget Year (All)

Budget Year		(All)		Remaining Yr 4 Costs		Project Yr 5 & NCE Yr Costs			
Budget		Actuals	Invoice	Obligation	Pre-Obligation	Total Costs	Budget Balance	Notes	Comments
									Alison's Salary is budgeted at 40% because she is doing all the work on Induction support that was originally budgeted for HCOE to do under their contract which they haven't done since Yr 1
1 - Salary	\$ 201,283.00	\$ 108,200.94	\$ 846.21	\$ 17,231.87	\$ 87,390.21	\$ 213,669.23	\$ (12,386.23)	Move Budget to Travel	
2 - Fringe	\$ 97,769.00	\$ 36,142.14	\$ 146.64	\$ 7,754.34	\$ 36,002.30	\$ 80,045.43	\$ 17,723.57	Move Budget to Travel	
									Need to budget for Mandatory Grant Project Director's meetings in Years 5 & NCE, too. Also, travel for participants was originally budgeted under HCOE's contract, and wouldn't have charged directly to BLR's budget, to HCOE's contract, and thus, we had never budgeted in Travel what was actually going to be Travel under HCOE's contract.
3 - Travel	\$ 48,856.00	\$ 90,473.99	\$ 2,650.92	\$ 13,802.14	\$ 23,438.00	\$ 130,365.05	\$ (81,509.05)		
4 - Equipment	\$ -					\$ -	\$ -		
								Need to cover graduation regalia & Induction support books	
5 - Supplies	\$ 1,200.00	\$ 3,978.16	\$ 100.00		\$ 300.00	\$ 4,378.16	\$ (3,178.16)		
									HCOE was initially going to do all the Induction & Travel work, but were unable to allocate staff to do this work, thus Alison and Steve have been doing the work which had originally be budgeted for HCOE. Thus, travel would have charged here as a contract cost and NOT had Indirect charged on it. ACSA & CPACE Fees are budgeted here for clearing credential, as well as 2 Years of Induction Mentoring
6 - Contractual	\$ 498,889.00	\$ 253,328.44	\$ 272.86	\$ 76,318.96	\$ 66,575.00	\$ 396,495.26	\$ 102,393.74	Move to Travel, Indirect & Supplies	
8 - Other	\$ 1,390.00	\$ 1,061.99				\$ 1,061.99	\$ 328.01		
									Indirect Cost Rate has fluctuated wildly since the grant was written and is more than what was budgeted
10 - Indirect	\$ 71,362.00	\$ 79,406.75		\$ 12,497.61	\$ 47,502.11	\$ 139,406.47	\$ (68,044.47)		
								Move to Supplies & Contractual	21 of 24 persons participated, and the different has been moved to Induction Support for contracts and supplies
11 - Stipends	\$ 359,617.00	\$ 288,070.25		\$ 11,920.00		\$ 299,990.25	\$ 59,626.75		
Grand Total								Budget Balance is due to unposted Indirect Cost Reimbursement for Q4 2024 - Will be adjusted when JE posts to GL, and then NIEA Travel for 2025 & 2026 will be re-evaluated	
\$ 1,280,366.00								\$ 14,954.16	
Shown Above is the ORIGINAL Grant Budget									

This report was shown on the screen and printed out separately from the BOE agenda packet .