

THREE AFFILIATED TRIBES  
TRIBAL BUSINESS COUNCIL  
TRIBAL CHAMBERS

Education Meeting  
August 15, 1991

- PRESENT: Wilbur D. Wilkinson, Chairman; Titus Hall, Vice Chairman; Jim Mossett, Councilmember and LaVerne Brady, Recording Secretary.
- ABSENT: John J. Rabbithead, Jr., Secretary; Roger Bird Bear Treasurer; Austin Gillette and Theodore Lone Fight, III., Councilmembers.
- OTHERS: Dennis Burr, Chief Executive Officer; Marliene Gillette, Acting Education Administrator and Celeste Witham, Headstart Director.
- ITEM 01: CALL TO ORDER:  
Meeting called to order at 2:30 PM.
- ITEM 02: ROLL CALL:  
Roll called by Vice Chairman Hall. Quorum established.
- ITEM 03: HEADSTART:  
Marliene Gillette, Education Administrator stated Celeste Witham, Headstart Director had some concern on her program.

Floor was turned over to Celeste who stated her issues. # 1 was flextime (being able to adjust the time of the employees on a normal workday.)

Chairman Wilkinson questioned why this is necessary

Response by Celeste was we operate a school and bus system and we have to have five hours of classroom with our children. Because of the bus scheduling, sometimes we run over. Our staff works right thro their lunch hour because they are required by our regulations to be with the children. Generally, we operate a 7 1/2 hours a day but this year, they operate the full eight hours (8-5) and work four hours on Friday. Our timetables will be different than anybody else's.

Celeste was questioned if she worked full time.  
Response was yes.

HEADSTART (CON'T):

Marliene was questioned regarding the flextime. Response was she looked through the flextime schedule and she doesn't see a problem with it. She stated it was presented to the staff and comments were that timeclocks are not in the communities.

Celeste responded the center operates five days a week. (8-5). The teachers are affected by this time. We have six centers.

There was discussion on meals and job descriptions. Dennis stated there is no problem with that.

Celeste stated busdrivers come in at 7:30 to get their buses ready in the winter months and the chaperone for that week comes in late. Flextime covers busdrivers, teachers, teacher-aide and cooks

There was a question on who all works at the central office. The staff are the following: Celeste, Ella James, Theresa Mossett, Beverly White Bear, Betty Lockwood and a Education Coordinator position which is not filled yet.

Another question asked of Celeste was, what does a teacher do that your staff does not do? Explanation was that the teacher works within the classroom. Discussion on lunchroom details, daily activities and attendance.

Councilman Mossett made a motion to authorize approval of flextime for Headstart employees, seconded by Vice Chairman Hall.

Question on if timeclocks are going to be installed or how this is going to be managed?

Celeste responded by saying we have one person assigned as our timekeeper.

Vote: 3 for, 0 opposed. Motion Carried.

ITEM 04: EMPLOYEE INSURANCE:

Celeste stated we could not afford insurance on a total coverage basis. Most of the staff just prefer to go through IHS.

Chairman Wilkinson stated that's an issue Mr. Burr and Cheryl White, Personnel Director can work out.

INSURANCE (CON'T):

It was mentioned Headstart staff consists of 26 employees and costs \$52,000.00 per year for insurance. Dennis to check on this.

Chairman Wilkinson questioned Celeste on the outcome of her trip to Washington DC? Celeste informed the committee she attended a Management Conference. (teamwork and structure) She stated the Program will be getting a computer system set up at the centers to get information back and forth. She was questioned if she filed a report with Mrs. Gillette yet? She stated she hadn't typed it yet and on part of that trip too, she negotiated and it looks definite. She informed the committee that a National Monitoring Team will be out here after the first of the year. She reported on evaluation, building construction, computer training and new buses. Travel was discussed. Mr. Burr to take a look at the Headstart budget. Salaries and Health benefits discussed also. It was mentioned that Marliene was kept abreast of everything that goes on with Headstart.

Celeste stated we do needs assessments, child find information, kindergarten enrollments and screenings. There was a question on child find? Explanation was finding the children that are eligible for school at the right age level. The children are tested by a complete physical, hearing evaluation, dental check and immunization are brought up to date. We also have family services within our Social Services. We need to meet with the school systems as we prepare the children for school curriculum. The parents are involved with everything. They do volunteer hours. Parents are made to feel comfortable.

ITEM 05: HIGHER EDUCATION GRANT PROGRAM:

Marliene stated she submitted a letter to Chairman Wilkinson this morning identifying information that the CEO had requested which listed a total number of applications for academic year '91 and '92, completed and funded, incomplete and the total amount of awards. The checks have been made. If we don't get them out right away, what's going to happen is the checks go to the financial aid's office, gets logged on a computer system, from there, they go to the Bursar's office and by then, the students are going through the line.

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HIGHER EDUCATION GRANT PROGRAM (CON'T):  
This process takes, at least, 2 to 3 weeks.  
Dennis stated he had the checks and that they  
will be in the mail by this evening.

ITEM 06: EDUCATION DEPARTMENT UPDATE:  
Marliene informed the committee that she submitted  
an article to MHA Times regarding the Education  
Department. Later, she was informed that it's a  
policy before submitting anything to the media that  
it should go before the CEO first. She stated that  
this policy should be in writing so she could share  
with other staff.

Dennis explained that this was brought up at the  
Administrators' meeting and was also put out in  
writing. Dennis to give a copy of the memo to her.

It was further explained that the article submitted  
is the contract status up to date. Next week, ano-  
ther article will be submitted identifying the role  
of the Education Department.

Marliene was questioned when the scheduling of the  
Education Contract Meeting is. She indicated she  
was trying to get it set up for August 23 or 30 in  
Bismarck. Joel Kristy and Ed Parisien are both on  
travel but they are suppose to call back before the  
end of the week.

Discussion on States involvement on White House  
Conference on Indian Education and Public Law 100-  
297. The White House Conference is a part of that  
law. This law states that funding will be made  
available to Indian Tribes. One of the representa-  
tives from the White House Conference on Indian  
Education stated that as of today, no issue papers  
have been submitted to their office identifying  
that tribes do need funding for the Tribal Educa-  
tion Department. He stated it is a very pertinent  
issue and he wants us to develop those issue papers  
and fax it down to his office. That committee is  
going to mail out all issue papers to the State  
Steering Committees before September. They will,  
in turn, issue to us and apprise us the National  
Indian Needs on Indian Education but if we get that  
faxed down to Washington, our issue will already be  
in the mail. It will still be safe to fax it in on  
Monday and will be available for anybody's review.

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UPDATE (CON'T):

The State Steering Committee is going to have a meeting tomorrow at Bismarck to identify a list of delegates to represent the State of ND. Ed Lone Fight is a member of the Steering Committee and Chairman Wilkinson also. Celeste and I are alternates. Edmund White Bear is suppose to be there too so Wilbur, Ed and him will be involved in the actual selection process. Councilman Mossett questioned if he was an alternate but his name was not on the list.

Councilman Mossett stated I'm Chairman's designated representative so I'll need a letter. Marliene stated after this meeting, she will call Cheryl Kulas to see if Jim could be involved in the selection process. Chairman Wilkinson suggested to do a letter for Jim as his representative.

Marliene stated another thing is a form you will have to take down with you that identifies five nominees so if you would like to do that now.

Chairman Wilkinson questioned, who are your recommended five people that meets the criteria. Criteria are educational background, active educators on Indian Reservations, Federal or Tribal Government officials or members of Indian Tribes.

Chairman Wilkinson recommended Marliene for one. Other nominees include: Jim Mossett, Bernadine Young Bird, Edmund White Bear and Lonnie Burr. Theoretically, there will be five from each reservation. There are 21 on the Steering committee and the 10 alternates. Five of the 21 are from Fort Berthold.

Discussion on the Fort Berthold School Board Association. Marliene was told she was the representative for the Tribe as Education Department Administrator. She was the official spokesman so anytime she spoke, she needed to make it fully understood that she is the spokesman for the Tribe.

Marliene questioned when the Education Administrator position going to be selected? She had been appointed since October of '89 and she has been running the Higher Education and Education Department since.

UPDATE (CON'T):

Chairman Wilkinson stated I am very confident of you and are well justified. Marliene further state I applied for the job when it first advertised and you told me I was hired, then it was advertised the next week again. It was a big mix-up. There was no Master's degree and I wasn't hired so I let the Master's program go.

Discussion on functions of Education Department Program. The reporting forms were sent out today. Marliene to prepare a letter for Chairman's signature requesting for school's most recent audit. Grant Agreements and monthly Financial Narratives to be submitted also.

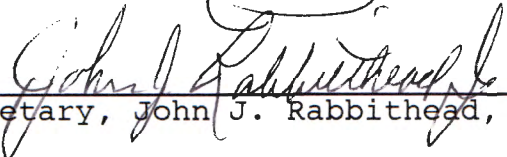
It was stated for the School Board to come in once a month and meet with the Education Department. Marliene mentioned that they were coming in for awhile but the Council were gone quite a bit of the time due to the legislation process so when we did not have the third Education Meeting, they just quit coming as we did not have a quorum.

Dennis stated you do not need a quorum for a reporting session. They have to report to the Education Department. The Council doesn't necessarily have to be here as all we need is the Department staff.

Councilman Mossett stated that we required they meet with the Council and that he had two meetings with them by himself. Maybe it could be changed as to it the Council is not here, they still could report to the Education Department.

ITEM 07: ADJOURNMENT:  
Meeting adjourned at 4:16 PM.

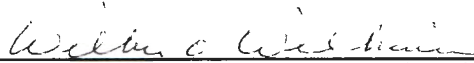
Approved

  
Secretary, John J. Rabbithead, Jr.

Disapproved

8/29/91  
Date

ATTEST:

  
Chairman, Wilbur D. Wilkinson

8/29/91  
Date