

Meskwaki Settlement School

School Minutes

July 29, 2016

2 p.m. in the High School Library

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| Members Present: | Mary YoungBear | Chair |
| | Shelley Kapayou | Member |
| | Apollo Davenport | Vice Chair |
| | Uriah Wanatee | Member |
| Members Absent: | Linda Tyon | Member |
| | Jerry YoungBear Jr. | Member |
| Guests Present: | Paul Henely | Elementary Principal |
| | Steadman Brown | Language Coordinator |
| | Judith Youngbear Bender | Tribal Liaison |
| | Todd Dale | Athletic Director |
| | Ann Perez | School Board Secretary |
| | Becky YoungBear | Human Resources |
| | Brenda Doyle | MSS Technology |
| | Cyndi Wanatee | MSS Administrative Assistant |
| | Lauryn Keahna | MSS Financial Business Manager |

Mary YoungBear took roll and called the meeting to order at 2:16 p.m.

Discussion was held regarding exempt and non-exempt employees. Apollo stated that as of now Financial Business Manager, Procurement Specialist, Athletic/Activities Director, Technology Coordinator, and Facilities Manager were exempt. After December 1st Financial Business Manager and Procurement Specialist would not be exempt. It has to do with the rate of pay, an "Administrative deal". Shelley suggested this information needs to go in the School Employee handbook.

Mary brought up a question by an employee, a cook wanted to know about getting paid through the summer. Apollo stated that it had been cleared up this morning and yes she will.

Discussion was held regarding old contracts vs. new contracts. Friday August 5th will be the last pay date for old contracts. August 12th will be the first pay date for new contracts.

People with 9 month contracts and 12 month contracts will be paid over 12 months.

Discussion was held regarding employee benefits.

Motion to approve contracts for the following staff; Ann Perez, Trish Crawford, Tonya Brannan, Ann Lasley, Linda Kaplan, and Stephanie Vest and EANS for the following staff ; Lauryn Keahna, Candice Sanache, C. Todd Dale, Eva Keahna, Cynthia Wanatee, Brenda Doyle, James Buffalo, Judy Lincoln, Nathan Bear, Gail Walker, Brian Papakee, Demetreus Wanatee, William Bucklin, Dale Gericke, Darold Hennessy, Amber Lesmeister, and Estelle Buffalo was made by Shelley Kapayou, seconded by Uriah Wanatee. Ayes- 4 Nays- 0 Motion carried.

Deanna Johnson and Kent Johnson will be tabled until the August 2nd meeting.

Motion to approve the following coaches' contracts; Steadman Brown, Tracy Sienknecht, Sarah Murphy, Lauryn Keahna, Dina Keahna, Matt Bear, Charles Lyon, Heath Brown, Rebecca Hohlman, and Delonda Pushetonequa was made by Apollo Davenport, seconded by Uriah Wanatee. Ayes- 4 Nays- 0 Motion carried.

Discussion was held regarding Contract to Non-Contract Transition. It was decided that this information handout would be e-mailed to the employees it affects. This is a non- motion item.

August 9th supper, Carolyn Manard will provide meat, what account does the other cost come from? Have her make a budget for these items and plan it out by Tuesday.

Discussion was held regarding creating a check out list for exiting employees.

Jillian's email will be forwarded to Carolyn.

Motion for Tonya Brannan and Ann Lasley to be compensated for 25 hours of work at \$ 20.00 per hour, out of Tribal Supplement was made by Apollo Davenport, seconded by Shelley Kapayou. Ayes- 4 Nays- 0 Motion carried. (Tonya and Ann will need an EAN for this)

Discussion was held regarding above issue and proper protocols so this does not happen again. A flow chart of who reports to who should be made.

Motion to adjourn was made by Shelley Kapayou, seconded by Apollo Davenport. Ayes- 4 Nays- 0 Motion carried. Adjourned at 3:06 p.m.