

ST. STEPHENS INDIAN SCHOOL EDUCATIONAL ASSOCIATION, INC.  
ST. STEPHENS INDIAN SCHOOLS  
REGULAR SCHOOL BOARD MEETING MINUTES  
St. Stephens, Wyoming 82524  
November 30, 2021

A. CALL MEETING TO ORDER: Secretary Dominic Littleshield called the meeting to order at 6:10p.m.

Michael Ridge Bear	Chairman	A
William C’Hair	Vice Chairman	P
Dominic Littleshield	Secretary	P
Ronald Oldman	Treasurer	P
John Goggles	Member	A
Frank No Runner	Superintendent	P
Matt Mortimore	HS Principal/AD	P
Greg Juneau	K-8 Principal	P
Keenan Groesbeck	Plant Manager	P
Jordan Shakespeare	EFA	P
Michelle Groesbeck	Recording Secretary	P

B. BOARD AGENDA:

Amendments:

C.b. Add Susann Kreitzer

D.c.i. Add Janice Goggles

G.9. Approval Darien Barraza to be a Volunteer for the High School boys basketball team.

Ronald Oldman made a motion to approve the Board agenda with the amendments. William C’Hair seconds the motion. Three voting in favor none opposed. Motion carried.

C. VISITORS:

a. Barbette Hernandez-Elks Lodge Hoop Shoot Partnership with St. Stephens Indian School.

b. Susann Kreitzer- Information on Conference she attended in October.

D. CONSENT AGENDA:

1. Approval of Regular Minutes for date as presented.

i. Regular board meeting minutes October 26, 2021

2. Administrative Reports

i. Superintendent -Frank No Runner

ii. Matt Mortimore-HS Principal/AD

iii. Greg Juneau-K-8 Principal

iv. Plant Manager-Keenan Groesbeck

v. EFA-Jordan Shakespeare

vi. Instructional -Macey Mortimore

3. Staff Travel In/Out State

- i. Language Revitalization Planning Workshop Dec. 10 & 11, 2021 Billings, MT  
Marlin Spoonhunter, Janice Goggles

4. Student Travel In/Out State

Approval of Minutes, Travel & Administrative Reports William C'Hair made a motion to approve consent agenda with a few additions. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried

E. FINANCE:

1. Approval of School bills Check # 9142-9254 amount \$229,170.64. Schools Financial Report and all school CC statements are attached in the drive.

Ronald Oldman moved to pay the bills in the amount of \$229,170.64. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

F. EXECUTIVE SESSION: A. Enter Into Executive Session: Ronald Oldman moved to enter into Executive session at 6:32pm. To discuss Personnel items. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

Secretary Dominic Littleshield reconvened the meeting at 6:54p.m.  
Action was taken

Item (1) Discussion on No Trespassing Order.

Item (2) Advertise for Payroll position for the Business Office.

Ronald Oldman moved to advertise for the Payroll position in the Business Office. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

G. PERSONNEL:

a. Approved to accept resignation letter from Aleta Gould on November 30, 2021 at 4pm. William C'Hair made a motion to approve the resignation letter. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

b. Approved to change pay rate for extra duties for Athletics from \$20 to \$25. Ronald Oldman made a motion to approve pay rate change. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

c. Approved the hire Faith Ridgely-Janis as the K-4 culture paraprofessional starting wage \$14 hr. wage is paid 0.5 Immersion /0.5 school. William C'Hair made a motion to hire Faith Ridgely-Janis K-4 culture paraprofessional. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

d. Approved to hire Ronald Bowstring as a 6<sup>th</sup> grade paraprofessional through the CARES program starting wage \$14 hr. (Temporary) William C'Hair made a motion to hire Ronald Bowstring. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

e. Approved to hire Danielle C'Bearing for the HS Assistant Girls basketball coach (pending background check/certification)

Ronald Oldman made a motion to hire Danelle C'Bearing. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

f. Approved to transfer Justin Snyder from IT department to K-12 Library aide and Intervention aide starting at \$14.50 hr.

William C'Hair made a motion to approve new position and wage pay for Justin Snyder. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

g. Approved for Darien Barraza as a Volunteer for HS boys basketball team.

William C'Hair made a motion to approve Darien Baraza as a volunteer for HS Boys basketball team. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

*All Positions will be filled and paid through the CARES funding, once this funding runs out, the positions will be eliminated.*

#### H. OLD BUSINESS:

a. Approval to purchase outside basketball hoops for the K-12 buildings.

Ronald Oldman made a motion to approve the purchase for basketball hoops for K-12. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

b. Approval to purchase Stages for the Elementary and the HS Buildings.

Ronald Oldman made a motion to approve stages for both buildings. William C'Hair seconds the motion. Three voting in favor none opposed. Motion carried.

c. Informational BIE ISEP review January 24-28, 2021

#### I. NEW BUSINESS:

a. Approval on the second reading for the following Financial Policies under Section D; Fiscal Management (policies attached)

DGC-handling and Receiving cash, Checks, Money Orders, and Electronic Payments

DGD-Depositing and Posting Ordinary Cash Receipts

DED-Drawing in Federal Funds

DLC-Employee Payroll Deductions

DLC-E-Payments Due for Payroll

DGE-Posting Irregular Deposits

DJH-Encumbrance Transitions

DIF-Posting Invoices to Accounts Payable

DIG-Payments Under Invoice

DIH-Accounts Reconciliation

DIJ-Journal Entries of Adjustment

William C'Hair made a motion to approve second reading for the policies as listed. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

DATE OF NEXT MEETING January 4, 2022 6 p.m. St. Stephens Elementary School Library.  
**Reminder: Special Board will be called as needed.**

ADJOURNMENT: Being no further business William C'Hair move to adjourn the meeting 7:14 p.m. Ronald Oldman seconds the motion. Three voting in favor none opposed. Motion carried.

Meeting adjourned!

Dated: 11-30-21

Approved: 1-4-22

Signature: \_\_\_\_\_  
Secretary/Treasurer SSISEA