



NATIONAL INDIAN EDUCATION ASSOCIATION

1514 P St. NW Suite B, Washington, DC 20005

(202) 544-7290 (Phone) (202) 544-7293 (Fax) NIEA@niea.org (E-mail) www.NIEA.org

Board Members/Other Attendees	Present	Absent Excused	Absent Unexcused
President, Patricia Whitefoot	X		
President-Elect, Yatibaey Evans	X		
Vice-President, Ronalda Warito-Tome	X		
Treasurer, Dr. Sylvia Hussey	X		
Secretary, Dr. Jolene Bowman	X		
Parliamentarian, Brett A. Locklear	X		
Member, Angie Butler	X		
Member, Robert Cook	X		
Member, Dr. Teresa Makuakane-Drechsel	X		
Member, Ryan Wilson			X
Student Board Member, Samantha Eldridge			X
Student Board Member, TaNeel Real Bird	X		
Executive Director, Ahniwake Rose	X		
Program Manager, Diana Cournoyer	X		
Membership Recruiting Manager, Leah Salgado	X		
Federal Policy Associate, Dimple Patel	X		
Guest Time Log In		Time In	Time Out
Sarah Kastelic, NICWA Executive Director	X		
David Simmons, NICWA Director of Govt. Affairs and Advocacy	X		
Malia Villegas, NCAI Policy Research Director	X		
Michelle Castagene, NIHB	X		
Colleen Smith, O'Connor	X		

NIEA Board Governing Documents (included on the agenda as a standing reminder):

1. NIEA Board Policies – Oath of Office, Code of Ethics, Conflict of Interest, Record Retention and Documentation Destruction Policy, Board Development Menu
2. NIEA Budget, Financial Status and Audit
3. NIEA Constitution & By-laws
4. NIEA Contracts/Agreements:
 - Accountant
 - Board – (12)
 - Executive Director
 - Legal Counsel
 - MABU
5. NIEA Policies – Board, Fiscal, Investment, Personnel, Convention Planning Guide
6. NIEA Strategic Plan and Fund-raising Plan

**NATIONAL INDIAN EDUCATION ASSOCIATION
BOARD OF DIRECTORS MEETING**

Sunday, February 21, 2016

Beacon Hotel and Corporate Quarters, Capital Room

1. Call Meeting to Order and Opening Prayer

President Patsy Whitefoot called the meeting to order at 9:01 a.m. EST and opened with a traditional warrior prayer and gift for all.

2. Approval of Agenda

Action: Moved by Yatibaey Evans to approve the agenda; seconded by Sylvia Hussey; no opposition, no abstention, motion carried.

3. Approval of Minutes

A. January 26, 2016 – Board Meeting

Action: Moved by Jolene Bowman to approve the meeting notes of January 26, 2016 as posted; seconded by Teresa Makuakane-Drechsel; no opposition, no abstentions, motion carried.

4. Executive Director’s Report

A. Strategic Plan Facilitation

The Focus of the Executive Director’s report will be on items B. and C. below because information pertaining to the Strategic Plan is covered in the NIEA monthly Progressive Report which reflects what staff is currently working on in regards to the Strategic Plan employing the green, red, yellow stop light identifier to show where things are at. A colored copy of the report was provided on the right side of the Board provided folders.

B. Operational Management

Updates provided based on handouts, reports and other inserts contained on the right side of the Board provided meeting folder (e.g., strategic plan, financial report, annual agenda for committees, Convention Guidelines, CPC and what it is, PPR convention survey result, PPR annual agenda, membership restructuring proposal, ESSA implementation comments). The left side of the Board provided meeting folder included Board schedules for the Hill Day and individual, personalized schedules for both Wednesday and Thursday. Additional items that were a part of the Board meeting materials included a proposed convention region map, Hill packet “leave behind” folders and the new branded look for NIEA – PRIMERS for a variety of topics. In addition, thumb drives were provided with a number of items for committee reports.

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A review of NIEA staff 2015 work and accomplishments included:

1. Redesigned Resolution process
2. Oral and Written Guidance on ESSA Title 1
3. Developed 7 Native Specific ESSA Primers
4. ESSA Webinar
5. Launched Curriculum Repository
6. Developed 2017 Budget Asks
7. Held 2 CCSS trainings
8. Completed Native Ed 101
9. Designed Revenue Generating professional development tool
10. Launched workshop submission for convention
11. Developed Website Redesign shell
12. Finalized Sponsorship guide
13. Hosted 1st world café
14. Developed membership restructuring proposal
15. Redesigned Research forum as workshop strand
16. Developed poster session plan
17. Finalized Save the Date for convention
18. Gates grant closeout 2013/2015
19. Submitted proposal for research work with Apple
20. Developed letter of intent for partnership with AIR
21. Developed Convention Survey Report
22. Finalized National Park Service Curriculum
23. Finalized National Park Service Curriculum
24. Distributed RFP for communications team
25. Audit field work done

C. Partnership Development

1. NIEA Partnership with the National Indian Child Welfare Association (NICWA)

Updates provided re: First Kids 1st and how to create wrap around services (NICWA, NCAI, and NIHB).

Sara Kastelic and David Simmons – National ICWA

1. Professional Development: Information and Training
2. Community Development: Technical Assistance
3. Public Policy Work
4. Research: Develop the data
5. Provided important information that is going on with ICWA

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2. NIEA Partnership with National Congress of American Indians (NCAI)

“Celebrating Native Youth: NCAI’s Strategy”

1. Tribal Governance – Stewarding the strength based knowledge
2. Identify best practice for implementation
3. Data development

The powerpoint presentation will be made available for the Board via the Dropbox.

3. NIEA Partnership with National Indian Health Board (NIHB)

Michelle Castagene – NIHB shared updates with this partnership

1. Informing and building capacity of the behavioral health systems
2. Building a pipeline for students to get into the public health field and workforce
3. Community level – giving resources to families (food sovereignty or traditional food programs)

5. Treasurer’s Report and Approval

A. 2015 Convention Report (2nd Draft) – See updates provided by Colleen Smith from O’Connor

B. December 2015 Financial Statements – See updates provided by Colleen Smith from O’Connor

Colleen Smith from O’Connor provided updates about various financial reports (e.g., 2015 Financial Statements, 2015 IRS form 990, and 2015 Convention Reporting), financial terms highlight – glossary of terms and concepts (e.g., financial statement items, rules of proper “cut off”, statement of financial position, and statement of activities overview). Highlights for the income statement included the recognition of the significant Gates grant for a 3-year period and the accounting requirements regarding its recording; the impact of convention revenues and expenses, membership revenue and other variances; fundraising, including Board contributions and the net asset balance at the end of 2014 and 2015 minus the Gates grant impact.

Board members questions, comments and suggestions regarding label and inclusion of certain items were fielded and noted by Colleen.

C. Financial Transactions > \$10,000 – No Board actions needed.

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D. Human Resources Update

Action: Moved by Sylvia Hussey to go into executive session at 11:50am EST; seconded by Brett Locklear; no opposition, no abstentions, motion carried.

Action: Moved by Sylvia Hussey to move out of executive Session at 12:12pm EST; seconded by Robert Cook; no opposition, no abstentions, motion carried.

Sylvia Hussey provided an update to personnel related items relating to performance evaluation process, severance provisions, and compensation considerations. Also, requested from the Executive Director an organization chart of both the existing “AS IS” and “TO BE” structure with recommendations of staffing, positions and related compensation for the HR Sub-Committee to review and formulate a recommendation to the full Board.

6. New Business – Committee Reports (Refer to posted Committee Reports)

- A. **Organizational Policy Committee** – Co-Chair Teresa Makuakane-Drechsel noted that the committee reviewed the meeting schedule for the day and planned to power through fiscal policies and procedures today after the Board meeting; no Board action needed.

Diana Cournoyer provided an overview of the Gates grant that just ended and the goals and deliverables for the new Gates grant with a tentative planned timeline. NIEA website updates on the curriculum repository along with research, and policy/legislative repository to come in the near future.

- B. **Convention & Events (C & E) Committee and Convention Planning Committee (CPC)** – Co-Chair Yatibaey Evans provided an overview of the C & E committee’s continuing work thus far, including the enrichment that reoccurring committee members bring to the table, the structure and process of C & E versus the CPC, and research forum proposal. The Board discussed the proposed NIEA Convention rotation map as segmented into seven regional geographies.

Action: Moved by Jolene Bowman to approve the NIEA Convention geographic rotation distribution among 7 regions starting in the Southwest as submitted and recommended by the C & E Committee; seconded by Sylvia Hussey; discussion provided, no opposition, no abstentions, motion carried.

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***Action:** Moved by Yatibaey Evans to approve the proposed research strand and poster session approach as submitted and recommended by the C & E Committee; seconded by Sylvia Hussey; discussion provided, no opposition, no abstentions, motion carried.*

- C. **Project, Programs & Research Committee (PPRC)** – Co-Chair Ronalda Warito-Tome reported on the fourth meeting of the committee, including recommendations to C & E to look at a topic strand for dissertation at convention; asked BOD to complete a look over of assigned MOU’s and be ready to provide input on its activeness; no Board action needed.

Leah Salgado provided an overview of the NIEA website redesign, building cognitive fluency within the new website, a preview of the new website design, membership restructuring proposal snapshot, establishing benefits, new member levels (basic, professional, and premium (potentially to add the legacy level with the goal of branding the lifetime level differently)), current membership projections with a 5% growth annually.

- D. **Legislative & Resolutions Committee** – Co-Chair Yatibaey provided updates from the fourth committee meeting. Dimple Patel provided ESSA updates and analysis.

***Action:** Moved by Brett Locklear to adopt the resolution proposal as submitted by the Legislative & Resolution committee; seconded by Ronalda Tome-Warito; discussion provided, no opposition, no abstentions, motion carried.*

- E. **Fiscal Committee** – No Fiscal Committee report other than the items covered in the Treasurer’s Report above.

- F. **Officers** – President Patsy Whitefoot described the work towards continuing to aligning documents; no Board action needed.

G. **New Business**

BOD worked on revisions to a letter to the Governor of South Dakota (SD) opposing SD House Bill 1008 restricting access to certain restrooms and locker rooms in public schools.

***Action:** Moved by Robert Cook to approve the South Dakota opposition letter of House Bill 1008; seconded by Ronalda Tome-Warito; discussion provided, no opposition, no abstentions, motion carried.*

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A Board member suggested NIEA develop a one pager of its various policy statements on topics based on resolution or other method.

H. Old Business

President Patsy Whitefoot noted no outstanding old business items.

7. Adjournment

Action: Moved by Teresa Makuakane-Drechsel to adjourn at 4:52 p.m. EST; seconded by Yatibaey Evans; no opposition, no abstentions, motion carried.

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Appendix A – Standing Committee Assignments and Schedule

Committee	Eastern Standard Time (EST)
Board of Directors	4 th Tuesday, 3 pm
Projects, Programs & Research <ul style="list-style-type: none"> • Ronalda Warito-Tome, Co-Chair • Patsy Whitefoot, Co-Chair • Angie Butler • Sylvia Hussey 	2 nd Wednesday, 1 pm
Legislative & Resolutions <ul style="list-style-type: none"> • Yatibaey Evans, Co-Chair • Ryan Wilson, Co-Chair • Angie Butler • TaNeel Real Bird • Robert Cook 	3 rd Wednesday, 3 pm
Organizational Policy <ul style="list-style-type: none"> • Teresa Makuakane-Drechsel, Co-Chair • Joleen Bowman, Co-Chair • Brett Locklear • Samantha Eldridge 	1 st Thursday, 2 pm
Convention & Events <ul style="list-style-type: none"> • Yatibaey Evans, Co-Chair • Samantha Eldridge, Co-Chair • TaNeel Real Bird • Ryan Wilson • Brett Locklear • Robert Cook 	1 st Thursday, 3 pm
Fiscal (Audit and HR Sub-Committees) <ul style="list-style-type: none"> • Sylvia Hussey, Co-Chair • Brett Locklear, Co-Chair • Joleen Bowman • Yatibaey Evans • Teresa Makuakane-Drechsel • Patsy Whitefoot, President 	3 rd Thursday, 2 pm

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Committee	Eastern Standard Time (EST)
<ul style="list-style-type: none"> • Ronalda Warito-Tome, Vice President • Lucas Blanchard, External Audit Sub-Committee member 	
Convention Planning Committee (CPC) – National Planning Committee <ul style="list-style-type: none"> • Yatibaey Evans • Sylvia Hussey • Ronalda Warito-Tome • Ryan Wilson 	2 nd Thursday, 4 pm
Officers <ul style="list-style-type: none"> • Patsy Whitefoot, President • Yatibaey Evans, President-Elect • Ronalda Warito-Tome, Vice President • Joleen Bowman, Secretary • Sylvia Hussey, Treasurer • Brett Locklear, Parliamentarian 	4 th Monday, 2 pm

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**Appendix B – Standing Committee Assignments and Schedule
(DRAFT) BOARD OF DIRECTORS GOVERNING DOCUMENTS**

NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
1. NIEA Board Agreements (12)	Organizational Policy, Officers	Annual Board Elections
A. Board Orientation B. Board Development Menu C. Code of Ethics Policy D. Conflict of Interest Policy E. Document Retention and Destruction Policy F. Oath of Office		
2. NIEA Financials	Fiscal	
A. Monthly Financial Statements B. Annual Budget and 5-year Projections C. Annual Audit and Related Management Letters D. Annual Form 990 – [Informational] Return of an Organization Exempt from Taxes		A. Monthly B. Annually, no later than 9/30 C. Annually, no later than 5/15 D. Annually, no later than 5/15
3. NIEA Constitution and By-Laws	Organizational Policy	Amended October 28, 2011
4. NIEA Employment Contracts		
A. Executive Director	Officers	February 2, 2015
5. NIEA Grants & Contracts		
A. Gates Grant B. Others	Projects, Programs & Research	
6. NIEA Memorandums of Understanding		
A. National Indian Head Start Association	Projects, Programs & Research	October 17, 2015
7. NIEA Nonprofit Corporation (Domestic), MN		

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NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
A. Articles of Incorporation (Minnesota)	Officers	December 21, 2015, Renewal December 31, 2016
B. District of Columbia Foreign Corporation Certificate of Authority	Officers	Annually
8. NIEA Professional Services Agreements		
A. Accountant Consultant (O’Conner Year to Year Accounting Outsourced Contract)	Fiscal	December 19, 2014
B. Financial Auditor	Fiscal	Targeted completion of RFP is no later than September 2016
C. Legal 1) Education and Advocacy 2) General	1) Legislative & Resolutions 2) Fiscal	
D. Convention Consultant (MABU 5-Year Agreement)	Convention & Events	January 14, 2015
9. NIEA Policies:		
A. Board of Directors Policies and Procedures	Organizational Policy, Legislative & Resolutions	Revised October 2013
B. Convention Guide	Convention & Events	Updated October 28, 2013
C. Fiscal and Accounting Policies and Procedures	Fiscal	Revised 2/15/14
D. Personnel Policies and Procedures	Fiscal - Human Resources	Revised 1/2014
10. NIEA Strategic Plan 2014 – 2019	Organizational Policy	February 3, 2014