Red Cliff Early Childhood Center

May 2012

Education Division NEWSLETTER
Waabigwanii-Giizis (Flower Moon)

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Family Fishing Day!!

Join us Friday, May 18th at 10am at the Red Cliff Tribal Fish Hatchery for the annual ECC Family Fishing Day!! ECC Staff will meet families at the Hatchery at 10am and families can worm-up and do some fishing, take a tour, socialize, then join us for lunch!

Each year the weather has been amazing and again we hope for the best! So don't forget sun screen, lawn chairs, fishing poles and mud boots (just in case). The Hatchery staff always do an amazing job of hosting the event and again their staff will be there to assist in answering questions about the Fish Hatchery, giving tours and helping with fish release and putting worms on. The event is catch and release and children are encouraged to fish after lunch too. Center based, home based, waiting list families, and all community members are invited to join us!!

This event is always a blast!! Please bring the whole family and be prepared to have fun!!

If you have any questions please call Nicole (ext 253) or Nicky (ext 243) at 779-5030.

See ya there!!

Save the Date!!

The ECC will host the 3rd annual Family Summer Gathering **July 24-27th**, 2012. The week will consist of a variety of events and daily projects including field trips! The event will be family friendly and include activities that are age appropriate from 0-8. Activities in the past have included cradle boards, black-ash baskets, birch bark canoe making, hand drums, god's eyes, rock painting, beading, puppet shows, nutrition and literacy education and FREE lunch and snack. Watch for flyers in June/July!! This event is co-sponsored by project LAUNCH.

Special points of interest:

- ECC/Tribe CLOSED May 14th and 28th
- VOTE FRIDAY MAY 4th!
- The BEARS are out!! Keep your garbage locked up for the safety of your family and others.
- Punishment Hurts, Discipline Teaches!!
- Pow Wow Season!!

May 2012

Waabigwanii-Giizis (Flower Moon)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 GED Class 2-5 @ECC	2 Puppet Show 9:45	3 Pow Wow 9:45 Ojibwe Language Table 4-6 @ ECC	4 Preliminary Elections VOTE 8-8 @ Casino K-Bound Parent Breakfast 8am	5 Fond du Lac Pow Wow 1pm
6 Red Cliff Spring Clean Up Begins	7 Tribal Council Mtg 6:30 @ Casino	8 Policy Council Mtg @ Noon in Trailer GED Class 2-5 @ ECC (Last one)	9 Puppet Show 9:45	10 Pow Wow 9:45 Ojibwe Language Table 4-6 @ ECC	11 ECC All Staff Training 9-3:30 @ Casino WITC Graduation 7pm @ AHS	12 Honoring our Mothers Pow Wow White Earth, MN Mothers Day Trad. Pow Wow Minneapolis
13 Happy Mothers Day!	14 TRIBE CLOSED Indian Day	15	16 Puppet Show 9:45 Red Cliff Spring Clean Up Ends	17 Pow Wow 9:45 10:30 Kindergarten Bound Field Trip Ojibwe Language Table 4-6 @ ECC	18 ECC Family Fishing 10am @ RC Hatchery	19 Teaching our Trad. Pow Wow Brighton, MI
20	21 Senior Honor Banquet 6:30 @ Casino	22 Tribal Council Mtg 4:30 @Casino	23 Puppet Show 9:45	24 Pow Wow 9:45 Ojibwe Language Table 4-6 @ ECC	25	26 Trad. Pow Wow Dowagiac, MI
27	28 TRIBE CLOSED Memorial Day	29	30 Puppet Show 9:45	31 Pow Wow 9:45 Ojibwe Language Table 4-6 @ ECC	June 1	June 2 Bayfield High School Graduation

Agongos News

Waabigwanii-Giizis

May

Mothers Day
May 13th

May 14th ECC Closed
(Tribal Holiday)
May 28th Closed
Memorial Day

May Birthdays

Miranda: May 6th

Jeremy M.: May 15th

Kenneth: May 27th

Agongos Teachers

715-779-5030

Cindy.....Ext.238

Amber.....Ext.235

Gena.....Ext.236

Family Fishing Day

MAY 18th

10:00 A.M. @Fish Hatchery

Waabooz Room

Wow!! The school year is coming to an end! We can't believe how much time flies when you are having fun! Parents, we like to go outside on a daily basis so please make sure your child has appropriate clothing for outside and please make sure your child has shoes or something on his or her feet. They are all starting to move around a lot and we like to explore the playground outside.

Just a Reminder: We will be closed on May 14th and 28th for Holidays.

This is a little blurb about your child's progress:

Maylean- greets her friends daily
Oliver- loves to look at books
Robert- likes to do what his friends do
Connor- loves the sensory table
Zaiden- loves to drum
Charlotte- loves to pull herself to stand on things
Shaun- loves to babble stories
Jose- loves playing with the balls

Mino Dibishkaa:

Zaiden 4- 2

Jose 4- 17

Waabigwanii-Giizis

Amik Abiwin

Boozhoo Gakina Awiiya, minoziigwan!

What we did
We have all been learning so much. Many of us are now using our words and we all are having a great time.

What we are doing
We are getting ready for spring. That means more time outside and lots more fun things to learn. Please remember that the weather is tricky. Sometimes its warm, other days its cool so send plenty of good layers that are ok to get dirty or wet. If you have them, please send mud boots and hats (so we can keep the wind out and the wood ticks off!)

What we will do
We will be exploring spring; how things grow, the leaves coming out and the animals that return. Log onto Teaching Strategies to see an updated lesson plan (see your classroom teachers for instructions or an invitation).

Ms. Katy is returning Monday April 30th. We look forward to spending time together again!

Giga-waabaminim wayiiba!

Makwa newsletter

We have been enjoying the big puddles outside, our room has smelled like a swamp, but the kids like splasting in the water and making mud cakes, and this is a super sensory skill, we also worked with bringing snow water and sand in, we did ojibwe words and read the mud book.
Eric likes to plant flowers for his mother:
Deacon takes our blood pressure, wow it is high:
Sebastian likes to help his niijii get their jacket:
Isaiah likes to take explore
the color wheel and check out different items in red.
Aura likes to pick flowers:
Victoria likes to pump on the swing!
Isabella likes to do the push the babies in the buggy:
Stella talks about her new kittens:
We are working on planting and enjoying Spring.
Come have lunch with your child and see how smart they are speaking ojibwe with Loretta, it is awesome to see how fast they pick up the new words.
Want to wish all our mothers a very special mother's day, and we have been working real hard on surprises.
We are really enjoying how chi our class has grown, from being in the baby room to our room WOW where does the time go?
Happy Spring
Karen and Teresa and Loretta

ESIBAN NEWS

Boozhoo! It is hard to believe that it is already May! Last month we had fun learning about spring weather especially gimiwan (rain)! This month we will be learning about flowers and bugs! We are doing so well at serving ourselves at the breakfast and lunch table. If you get a chance let the kids serve themselves at meal times, you will be amazed (milk is still a work in progress☺)

Potty Training is going very well! Chi-Miigwech for keeping your child's clothing supply in check. It is so helpful when they have extra cloths in their bin for both potty training and our mud season!

The kids are getting so big and beginning to play so nice together. At the beginning of the year we all played in the same room and next to each other but now we have taken the steps and are actually playing together with very nice friendly interactions. This is great to see!

Here is what we enjoy!

Even enjoys the bus and the people, giving them rides all over the room!
Owen takes the train out for its daily spin!
Maddox makes sure all the cars are played with and stings things well!
Autumn is keeping the dollhouse busy and using scissors!
Elliot it doing a great job using scissors and sharing with friends!
Tessla enjoys reading to the babies and beading!
Francis has mastered nine-piece puzzles and enjoys telling us about things!
Ayden enjoys painting and circle time!

Miigwetch, for signing in everyday and calling when your child will not be here. Please check your child everyday when they get home for wood ticks. We spend a lot of time outside and in the noopiming (school forest).

Ojibwe Words

Memengwa-Butterfly
Opichi-Robin
Waabigwan-Flower

Miigwetch, Ms. Nadine and Ms. Amber

Ma'iingan News

MAY 2012

What's New?

We have been working on and learning so many new things in our classroom. Here are just a few examples:

Zaraianna: Enjoys playing in the house area with her friends.

Chloe: Uses her manners all long at school and is a great friend.

Orlando: Is making many new friends.

Christopher: Loves listening to books on tape in the listening center.

Zoe: Enjoys making her own craft projects and sharing them with her family.

Luke: Enjoys playing pretend with his friends and making his own adventures.

Logan A.: Is kind to all of his friends and learning new math concepts each day.

Logan G.: Enjoys dancing to music and memorizing songs. (ask him to take you on a bear hunt!)

Panhachapour: Is busy learning her shapes and numbers.

Maliyah: Enjoys puzzles and riding bikes with her friends.

Ira: Is kind to her friends and loves to dress up.

Miley: Loves riding the big two wheel bikes!

Jasmine: Loves the science and math area and playing pretend.

Harmony: Enjoys playing with the animals on the story board.

Darren: Has great manners and likes playing in the sensory table.

James: Is great at sharing and taking turns.

Cody: Is working hard on site words and math.

Happy Mother's Day!!

REMINDERS:

- ☺ Please do not allow your child to bring toys from home to school
- ☺ Be sure your child is dressed appropriately for the weather.
- ☺ Please have your child to school by 9:00, most of our learning occurs between 9:00-11:30
- ☺ Please call if your child will be absent that day.

Ojibwe Words:

Spring:

Ziigwan

Flower:

Waabigwan

My Mother:

niimaamaa

What Comes Next?

This month we will be focusing on learning about 2 and 3 dimensional shapes. The children have already begun working on this along with letter and number recognition. We have a group of very smart children in our room!!

We will also be learning about gardening and planting as well as appreciating and caring for our Earth. We will do some activities on recycling and learn the importance of not littering.

"Treat the Earth well, it was not given to you by your parents, it was loaned to you by your Children. We do not inherit the Earth from our Ancestors, we borrow it from our Children."

MIGIZI NEWS

Remember April Showers Bring May Flowers

This month's lesson plan will focus on:

Planting, letter Kk, math graphing, counting, predictions and science.

Second Step "Am I Angry" our bodies alert us to angry feelings. Objectives are that children will be able to name physical signs of angry, understand why angry, hurtful behavior are not ok and understand the meaning of tense and relaxed.

What is a safe and unsafe touch and learning how to deal with an unsafe touch?

Ms. Dian, Tracy and Patsy

Boozhoo Mashkodebizhiki class families,

For the month of May we will be talking about omakakii (frogs) ginebig (snakes) and miskwaadesi (turtles). We will also explore our outside world. It is so nice to see the friendships that have been made this year.

Spring time is here. Children have been playing longer outside and have been tired. Please set a bed time every night and try to stick to it. Children do much better when there is a routine. It gives you, the parents, a little quiet time at night too. The experts recommend that children of pre-school age get 11-13 hours of sleep a night. It really helps to stick to a routine. Ex: 7:30 (or earlier for some children) Say "time to get our pajamas on, brush our teeth then we will read a story... lights out by 8:00. T.V. watching and computer usage has also been shown to over stimulate the brain so cutting these activities out at least a hour before bed might help your child have a more restful sleep.

And remember you are your child's first teacher!

Happy ziigwan!!!!

Ms. Virginia, Ms. Jenn and Ms. J

ECC Family Fishing Day

FRIDAY, May 18th, 2012

10:00 a.m. at the Red Cliff Fish Hatchery on Hwy 13 N. (past Casino about 2 miles)

Bring fishing poles and mud boots if you have them.

All ECC families invited (center and home based!!
Families on the waiting list too!!!!

COOKOUT: LUNCH PROVIDED!!!

2012 ECC Health Fair

2012 ECC Health Fair

April 30, 2012

Dear Parents and Families of 2012-2013 Kindergarten Children,

As part of our preparation for kindergarten, we will be going up to the Big School on **Thursday, May 17, 2012** for our kindergarten field trip. Your kindergarten-bound child will be going with his or her ECC class. We will load our bus at the ECC at 10:00, arrive at the school about 10:30, participate in classroom activities, eat lunch in the cafeteria, play on the playground, visit the Bayfield Carnegie Library for story time, and come back to the ECC to get ready to go home.

You are invited to join us! You can meet the kids at the Bayfield School or ride the bus with us and eat lunch in the cafeteria. Please know that if you can't attend, there will be many teachers from the ECC going with our children. This is a fun event and a great opportunity for our children to get comfortable with a new school.

If you have any questions, please feel free to ask your child's classroom teachers or call me at 779-5030 x 227.

Miigwech Everyone!

Marianne Szot
Education Manager

BENEFIT

for
Baby Warren Stillday & Family

Bake Sale & Raffle

Friday
May 4, 2012
11:00 to 1:00
Health Center Conference Room

Sponsored By
Health Center Staff

Raffle Tickets 6 for $5.00 can be purchased
at the Health Center

Monthly Inkind Drawing Winner!!

March 2012
Tara Pratt!!!!

ECC Parents!!!

Remember each time you come to the ECC for classroom visits and events your name is put into this drawing! The more times you stop in, the better chances you have in winning a gas certificate!!!!

ECC SUBS NEEDED!!

The ECC is looking for subs!!
Please stop at the
ECC and see Ashley Peterson
for subbing information.

PARENTS:

Subbing during the day is a great way to get involved in your child's education and ECC activities. This opens the door to many learning and working experiences. To be a sub, you must complete a "sub packet" (background information, TB Test, Drug test, Shaken baby training, SIDS training). Please stop by the ECC anytime and ask for a "sub packet"!

Please be aware that the Red Cliff Early Childhood Center has a medication policy as follows:

MEDICATION POLICY

Prescribed and over-the-counter medication may be dispensed after being reviewed by the ***Center Administrator*** or ***Health Manager***, using the following guidelines:

1. A written, signed, and dated authorization from the parents to dispense medications must be in the child's file.

2. Prescription medication must be in the original container, dated, labeled with the child's name, name of the drug, dosage, physician's name, and administration instructions.

3. A written report will be placed in the child's file, which includes the type of medicine given, dosage, time, date, any side effects, and the name of the person administering the medication.
This information will also be placed in the **medical log**.

4. Sunscreen application at the Early Childhood Center also requires an authorization from the parent/guardian. The sunscreen brand and strength will be specified on the form.

Sunblock releases will be needed soon!!

WANTED!!..
In-home
Child Care Providers!

Are you or someone you know interested in becoming a certified in-home child care provider for the community????

Becoming certified would allow you to:

*Receive supplemental payment from the State!

**Get support from the Child Care Program!

***Receive training and education assistance!

Please contact Kim Gordon,
Child Care Director,
For more information!!
715-779-5030 ext 251

Living with Bears on the Red Cliff Reservation

Black bears are commonly found in the northern third of Wisconsin, and numbers are continuing to grow. The expanding population means more bear-human conflicts. In order for bears to coexist with humans, we have to understand normal bear behavior. Black bears tend to be shy, solitary animals, but at some times of the year, particularly in the spring when bears emerge from their winter dens and food is not abundant, bears may be on the lookout for opportunistic food sources. This might be your garbage can, or the bird feeder in your backyard. Nearly all bear-human conflicts are a result of the animals' search for food. There a lots of simple things you can do to avoid conflicts with bears. With your help we can continue to live together with this spiritual animal, enjoying their presence in the woods you call home.

REDUCING BEAR CONFLICTS NEAR YOUR HOME

Black bears are attracted to numerous items around homes including: bird feeders, compost piles, grills, pet food, gardens, and garbage. Here are some simple recommendations to avoid problem bears:

BIRD FEEDERS:

- Make bird feeders inaccessible to bears by hanging them at least 10 feet off the ground, and 5 feet away from tree trunks, or on a limb that will not support a bear (you can refill the feeder by using a pulley system)
- Consider taking bird feeders down at the end of winter (mid-April) when bears emerge
- Bring feeders inside at night during the spring and summer
- If you see a bear at a bird feeder during the day, take the feeder down and discontinue use for at least 2 weeks.

GARBAGE:

- Keep your garbage cans tightly closed, and indoors if possible
- Pick up loose or spilled garbage so that it doesn't attract bears
- Occasionally clean out your garbage cans with ammonia to make them less attractive to bears
- Remove dumpsters from premises if possible, tie down dumpsters with bear proof latches
- Bring your garbage to the transfer station which is open Sunday, Tuesdays, and Thursdays, in Red Cliff and Wednesdays and Saturdays at the Town of Russell.

AND A FEW MORE...

- NEVER FEED A BEAR!! Intentional feeding will create a bear that is used to human contact and may become a possible nuisance to you and other people in the area. The bear will not forget the feeding experience, and will tend to get more demanding with time.
- Bring in pet food at night
- Clean up and put away outdoor grills after you are done using them for the day

IF A BEAR IS CAUSING A NUISANCE IN YOUR AREA:

Contact the Red Cliff Game Wardens. Their office number is (715) 779-3732, and they check messages often. They can help you by providing additional information on reducing or eliminating your specific problem. If the situation has no human influence, and is severe and presents a threat to health and human safety, they can also remove the bear from that area.

IF YOU SEE A BLACK BEAR:

- Make noise and wave your arms – let the bear know you are there so you don't surprise it. Bears normally leave an area once they know a human is around
- If you happen to surprise a bear at close range, back away slowly.
- If you are near a vehicle or building, go inside until the bear wanders away
- Do not approach a bear. Respect black bears as wild animals and enjoy them safely – from a distance.

Native American Pow-Wow

What about the dances?
To the newcomer, the dances may seem similar, but each classification of dancers has a certain set of steps and variations that are consistent with the classification.

Tell me about the Grand Entry.
This is the opening of each session of the pow-wow. Typically there is a Grand Entry in the early afternoon and one for the evening dancing. All of the dressed dancers are expected to participate, and participation in all the grand entries may be a requirement for dancers in competition.

What is the Flag Song?
Following the Grand Entry, there is usually a flag song, sung by a designated drum, to honor the flags and staffs carried in the Grand entry. As in all honor songs, as an audience member, you are requested to stand.

And what is a Veterans' Dance?
A Veteran's Dance is set at the beginning of a pow-wow to honor those who have fought or died in the service of their country. It generally follows the flag song, and is open to all veterans and to those who have a fallen veteran or MIA in the family. It is an honor song and dance, and the audience and non-veteran dancers are requested to stand.

What other specialty dances are there?
These may be as varied as the cultures of the tribes. Some of the more common ones in the upper Midwest are:
The Song of 49, honoring the story of fifty warriors who set out to defend their people, and the one who did not return.
The Snake Dance, being a metaphor for life, the rebirth into life's stages, and the eventual crossing over in death to join those who have walked on into the spirit life. The Shawl Dance, a celebration of the ability, grace and dignity of women, the life-givers. The Sneak-up, a commemoration of the art of the warrior in stalking game or an enemy. The Intertribal, in which all are invited to participate and dance around the dance area.

What are they singing at the drum?
The songs you hear may be traditional and handed down from singer to singer, or they may be original. You will observe members of other drums using pocket cassette recorders to record the songs sung by any one drum. The songs are passed on in this way, but are not meant for other use.

What is the function of the emcee?
The emcee keeps the pow-wow going, announcing and explaining the events, making other announcements, and joking with the audience. It takes time to set up the dancers for any given event and the emcee helps pass the time and bridge between the dance events. Many of the jokes may be in the form of teasing people involved with the pow-wow or the tribe, or commentary on current events, and will have a distinctly Indian flavor.

How long does a pow-wow last?
It begins when the time is right and ends when it's over.

What else goes on at a pow-wow?
As we said before, it's a social occasion, so there's a lot of chatting. You can enjoy traditional foods, shop among the traders for jewelry, crafts, books, and clothing, and generally have a good time, to the regular beat of the drum and songs. Don't count on being able to bring in a bottle, though, for most pow-wows have strict rules against the presence of alcohol or drugs.

Are there any web resources about pow-wows?
You can visit the Wisconsin Educational Communications Board website, which includes video clips, a teacher's guide, and links for an educational video about GLITC's New Dawn of Tradition Pow-wow, held in Madison, Wisconsin last summer.
Contact the Wisconsin Educational Communications Board website about a 15 minute video about the New Dawn of Tradition Pow-wow sponsored by GLITC in September 1999.
Wisconsin Educational Communications Board

What's a pow-wow?
It's a social occasion, an opportunity for good times. It's a chance to renew friendships and make new ones. It's a chance to affirm the joy of life and the dignity of a living culture. It's an exhibition of virtuoso dancing with opportunities to participate. It's a chance to get back in touch with the heartbeat of Mother Earth. It's open to all. (A good rule of thumb regarding Indian ceremonies: If you hear or read about it in advance, it's open to the public. If you didn't hear about it, you weren't meant to.)

What's the difference between a traditional and a competition pow-wow?
A competition pow-wow offers prizes to the best singing group, called a drum, and the best dancers. A traditional pow-wow features equally good dancing and singing, but includes more intertribal dances, those dances in which all may participate.

Tell me something about the costumes.
Let's clear this up right now. What the dancers wear are not costumes, for a costume represents something that is not the reality of the person wearing it. The correct term is "regalia," in the sense that it is clothing worn for a noble purpose and that reflects the inner dignity and purpose of the wearer.

Point made and taken. Now tell me something about the regalia.
Look for three basic classifications of men's regalia: traditional, fancy, and grass dancers. Among the women, look for traditional, fancy, and jingle dancers. Traditional men's and women's dress is reflective of the traditions, achievements, or clan associations of the dancer. Fancy dancers make use of bright colors, as well as more modern materials, patterns and motifs. Male fancy dancers often wear large feather bustles and quill roaches (the headgear, not the bug), as well as spinning batons to increase the visual movement. Among the women, look for bright colors and lots of fringe. Grass dancers' regalia is characterized by long, thick fringe all over the body, while women's jingle dresses are covered with sewn-on wrapped tin cones that jingle in time with every step and movement.

For Info Call: (218) 628-2891 or (800) 642-6377

SpiritMountain
Adventure Park

We are excited to introduce the NEW Spirit Mountain Adventure Park! Located on Spirit Mountain just a short drive from the Main Chalet on Skyline Blvd., the Spirit Mountain Adventure Park is currently home to the "Timber Twister" Alpine Coaster, the "Timber Flyer" Zip Line, and a 9-hole Mini Golf Course.

Adventure Park Spring Hours

May Hours - through 5/24

- Thurs. & Fri. 2pm - 6pm
- Sat. & Sun. 10am - 6pm
- *CLOSED May 21-24 for annual maintenance
-

Adventure Park Summer Hours

Memorial Day Weekend (5/25) through October 31st

Sun. - Thurs. 10am - 7pm

Fri. & Sat. 10am - 9pm

ALPINE COASTER

ZIP LINE

Alpine Coaster/Zip Line Restrictions: **Must be 48" tall and at least 8 years old to ride alone. Riders under 48" tall or 8 years old can ride with someone 16 years or older. Riders must be at least 3 years old to ride the "Timber Twister". Maximum weight limit per coaster car is 350 pounds. Maximum zip line weight limit is 460 pounds.**

Those riding Timber Twister will race along a 3,200 foot track, through the forest, and down the mountain in individual coaster cars. Riders can travel alone or in pairs, and have complete control of their speed (up to 26 mph) for a truly unique, hands-on experience. Unlike an alpine slide, the alpine coaster makes hairpin turns, is elevated off the ground like a roller coaster, and operates year-round due to its unique track system. With a few weather exceptions, riders will enjoy this one-of-a-kind sensation throughout the year. At the end of the ride down the mountain, guests will settle back in their cars for a comfortable and scenic return trip to the top. The complete Timber Twister experience will take riders on a thrilling six-minute journey while overlooking the wondrous views of Lake Superior. There are only four alpine coasters operating in the U.S. and this will be the only one in the Midwest. This is truly a unique attraction, and is NOT an alpine slide!!!

The "Timber Flyer" Zip Line is open year-round! The "Timber Flyer" is an exhilarating thrill ride unlike a traditional zip line. On the "Timber Flyer" you can ride single or double on a bench-type seat secured with safety belts. The ride takes you zipping through the treetops, 700 feet down the mountain, overlooking Lake Superior and the City of Duluth. At the bottom of the zip line the "Timber Flyer" pulls you back up to the top... allowing you to take in the view on the way back up as well. The roundtrip takes riders approximately 90 seconds.

Lake Superior Zoo72nd Avenue West & Grand Avenue Duluth, MN 55807 (218) 730-4500

Visit the Zoo

Winter Hours 10:00 a.m. - 4:00 p.m.

(Winter/spring hours start after Labor Day weekend and go until Memorial Day weekend 2012)

- **Last admission is 3:00 pm, and buildings close at 3:45 pm.**
- **FREE PARKING**
- **Daily animal feedings and enrichments**

Summer Hours 10:00 am to 5:00 pm

(Summer hours will start Memorial Day weekend and go through Labor Day weekend 2012)

Open 7 days a week, year round. Closing at 1 pm Christmas Eve. Closed New Year's Day, Thanksgiving Day and Christmas Day.

Admission Rates	Rates
Adults (13 & older)	$10.00
Children (3 to 12)	$5.00
Seniors (62 and older)	$9.00
Children (2 & younger)	FREE
Group Rates - for 10 or more paid admissions	
Adults (13 & older)	$9.00
Children (3 to 12)	$4.00
Children (2 & younger)	FREE
You must call in advance to make a reservation to receive group rates. Please contact zoogroups@lszoo.org or call 730-4500 for more information.	
Rentals	
Strollers	$2.00
Wagons	$4.00

School District of Bayfield
Elementary School
Term 3 Honor Roll

4th Grade Honor Roll

Melissa Basina
Richard Boone
Ethan Boyd
Maleyna Bressler
Janelle Gordon
Dillion Krisik
Liberty Loveless
Rhianna Olson
Dayton Washeleski

4th Grade High Honors

Leala Birkholz-LaPointe
Celena Brown
Harleigh Dahl
Talon Defoe
Brianne Erickson
Olivia Garramone
Jamee Hansen
Elizabeth Hoopman
Victoria Kahite
Emily Kriner-Woodworth
Dusty LaFernier
Lavander Livingston
Joshuwa Lozano
Sophia Panek
Miquetan Simmons
Leah Thomas
Morgan Tutor
Julian Vargas
Adam Weber

5th Grade Honor Roll

Lindy Birkholz-LaPointe
Trenton Boyd
Ceaira Gordon
Vennessa Gordon
Derek LaGrew
Benjamin Leduc
Maya Montgomery
Ethan Moore
Leo Nordin
Gavin Soulier
Will Weber

5th Grade High Honors

Faith Basina
Alexis Cadotte
Tatum Cadotte
Francesca Flores
Giovanni Garramone
Shania Hanson-Milligan
Sophie Murphy
Russell Nelson
Mikayla Swanson

Home Safety Checklist

Use this checklist to help ensure that your home is safer for your child. A "full-house survey" is recommended at least every 6 months. Every home is different, and no checklist is complete and appropriate for every child and every household.

Your Child's Bedroom

- ☐ Is there a safety belt on the changing table to prevent falls?
- ☐ Is the baby powder out of baby's reach during diaper changing? Inhaled powder can injure a baby's lungs. Use cornstarch rather than talcum powder.
- ☐ Are changing supplies within your reach when baby is being changed?
- ☐ Never leave a child unattended on a changing table, even for a moment.
- ☐ Is there a carpet or a nonskid rug beneath the crib and changing table?
- ☐ Are drapery and blind cords out of the baby's reach from the crib and changing table? They can strangle children if they are left loose.
- ☐ Have bumper pads, toys, pillows, and stuffed animals been removed from the crib by the time the baby can pull up to stand? If large enough, these items can be used as a step for climbing out.
- ☐ Have all crib gyms, hanging toys, and decorations been removed from the crib by the time your baby can get up on his hands and knees? Children can get tangled in them and become strangled.
- ☐ Make sure the crib has no elevated corner posts or decorative cutouts in the end panels. Loose clothing can become snagged on these and strangle your baby.
- ☐ Does the mattress in the crib fit snugly, without any gaps, so your child cannot slip in between the crack and the crib side?

- ☐ The slots on the crib should be no more than 2⅜ inches apart. Widely spaced slots can trap an infant's head.
- ☐ Are all screws, bolts, and hardware, including mattress supports, in place to prevent the crib from collapsing?
- ☐ Make sure there are no plastic bags or other plastic material in or around the crib that might cause suffocation.
- ☐ Check the crib for small parts and pieces that your child could choke on.
- ☐ Make sure the night-light is not near or touching drapes or a bedspread where it could start a fire. Buy only "cool" night-lights that do not get hot.
- ☐ Is there a smoke detector in or near your child's bedroom?
- ☐ Make sure that window guards are securely in place to prevent a child from falling out the window. Never place a crib, playpen, or other children's furniture near a window.
- ☐ Are there plug protectors in the unused electrical outlets? These keep children from sticking their fingers or other objects into the holes.
- ☐ Make sure a toy box does not have a heavy, hinged lid that can trap your child. (It is safer with no lid at all.)
- ☐ To keep the air moist, use a cool mist humidifier (not a vaporizer) to avoid burns. Clean it frequently and empty it when not in use to avoid bacteria and mold from growing in the still water.
- ☐ To reduce the risk of SIDS (Sudden Infant Death Syndrome), put your baby to sleep on her back in a crib with a firm, flat mattress and no soft bedding underneath her.

Your Bedroom

- ☐ Do not keep a firearm anywhere in the house. If you must, lock up the gun and the bullets separately.
- ☐ Check that there are no prescription drugs, toiletries, or other poisonous substances accessible to young children.
- ☐ If your child has access to your bedroom, make sure drapery or blind cords are well out of reach. Children can get tangled in them and become strangled.
- ☐ Is there a working smoke detector in the hallway outside of the bedroom?

The Bathroom

- ☐ Is there a nonskid bath mat on the floor to prevent falls?
- ☐ Is there a nonskid mat or no-slip strips in the bathtub to prevent falls?
- ☐ Are the electrical outlets protected with Ground Fault Circuit Interrupters to decrease the risk of electrical injury?
- ☐ Are medications and cosmetics stored in a locked cabinet well out of your child's reach?
- ☐ Are hair dryers, curling irons, and other electrical appliances unplugged and stored well out of reach? They can cause burns or electrical injuries.
- ☐ Are there child-resistant safety latches on all cabinets containing potentially harmful substances (cosmetics, medications, mouthwash, cleaning supplies)?
- ☐ Are there child-resistant caps on all medications, and are all medications stored in their original containers?
- ☐ Is the temperature of your hot water heater 120°F or lower to prevent scalding?
- ☐ Do you need a doorknob cover to prevent your child from going into the bathroom when you are not there? Teach adults and older children to put the toilet seat cover down and to close the bathroom door when done – to prevent drowning.
- ☐ Remember, supervision of young children is essential in the bathroom, especially when they are in the tub – to prevent drowning.

American Academy of Pediatrics

DEDICATED TO THE HEALTH OF ALL CHILDREN™

The Kitchen

- ☐ Make sure that vitamins or other medications are kept out of your child's reach. Use child-resistant caps.
- ☐ Keep sharp knives or other sharp utensils well out of the child's reach (using safety latches or high cabinets).
- ☐ See that chairs and step stools are away from counters and the stove, where a child could climb up and get hurt.
- ☐ Use the back burners and make sure pot handles on the stove are pointing inward so your child cannot reach up and grab them.
- ☐ Make sure automatic dishwasher detergent and other toxic cleaning supplies are stored in their original containers, out of a child's reach, in cabinets with child safety latches.
- ☐ Keep the toaster out of your child's reach to prevent burns or electrical injuries.
- ☐ Keep electrical appliances unplugged from the wall when not in use, and use plug protectors for wall outlets.
- ☐ Are appliance cords tucked away so that they cannot be pulled on?
- ☐ Make sure that your child's high chair is sturdy and has a seat belt with a crotch strap.
- ☐ Is there a working fire extinguisher in the kitchen? Do all adults and older children know how to use it?

The Family Room

- ☐ Are edges and corners of tables padded to prevent injuries?
- ☐ Are houseplants out of your child's reach? Certain houseplants may be poisonous.
- ☐ Are televisions and other heavy items (such as lamps) secure so that they cannot tip over?
- ☐ Are there any unnecessary or frayed extension cords? Cords should run behind furniture and not hang down for children to pull on them.
- ☐ Is there a barrier around the fireplace or other heat source?
- ☐ Are the cords from drapes or blinds kept out of your child's reach to prevent strangulation?
- ☐ Are plug protectors in unused electrical outlets?
- ☐ Are matches and lighters out of reach?

Miscellaneous Items

- ☐ Are stairs carpeted and protected with non-accordion gates?
- ☐ Are the rooms in your house free from small parts, plastic bags, small toys, and balloons that could pose a choking hazard?
- ☐ Do you have a plan of escape from your home in the event of a fire? Have you reviewed and practiced the plan with your family?
- ☐ Does the door to the basement have a self-latching lock to prevent your child from falling down the stairs?
- ☐ Do not place your child in a baby walker with wheels. They are very dangerous, especially near stairs.
- ☐ Are dangerous products stored out of reach (in cabinets with safety latches or locks or on high shelves) and in their original containers in the utility room, basement, and garage?
- ☐ If your child has a playpen, does it have small-mesh sides (less than ¾ inch mesh) or closely spaced vertical slats (less than 2⅜ inches)?
- ☐ Are the numbers of the Poison Control Center and your pediatrician posted on all phones?
- ☐ Do your children know how to call 911 in an emergency?
- ☐ Inspect your child's toys for sharp or detachable parts. Repair or throw away broken toys.

The Playground

- ☐ Are the swing seats made of something soft, not wood or metal?
- ☐ Is the surface under playground equipment energy absorbent, such as rubber, sand, sawdust (12 inches deep), wood chips, or bark? Is it well maintained?
- ☐ Is your home playground equipment put together correctly and does it sit on a level surface, anchored firmly to the ground?
- ☐ Do you check playground equipment for hot metal surfaces such as those on slides, which can cause burns? Does your slide face away from the sun?
- ☐ Are all screws and bolts on your playground equipment capped? Do you check for loose nuts and bolts periodically? Be sure there are no projecting bolts, nails, or s-links.
- ☐ Do you watch your children when they are using playground equipment – to prevent shoving, pushing, or fighting?
- ☐ Never let a child play on playground equipment with dangling drawstrings on a jacket or shirt.

The Pool

- ☐ Never leave your child alone in or near the pool, even for a moment.
- ☐ Do you have a 4-foot fence around all sides of the pool that cannot be climbed by children and that separates the pool from the house?
- ☐ Do fence gates self-close and self-latch, with latches higher than your child's reach?
- ☐ Does your pool cover completely cover the pool so that your child cannot slip under it?
- ☐ Do you keep rescue equipment (such as a shepherd's hook or life preserver) and a telephone by the pool?
- ☐ Does everyone who watches your child around a pool know basic lifesaving techniques and CPR?
- ☐ Does your child know the rules of water and diving safety?

The Yard

- ☐ Do you use a power mower with a control that stops the mower if the handle is let go?
- ☐ Never let a child younger than 12 years of age mow the lawn. Make sure your older child wears sturdy shoes (not sandals or sneakers) while mowing the lawn and that objects such as stones and toys are picked up from the lawn before it is mowed.
- ☐ Do not allow young children in the yard while you are mowing.
- ☐ Teach your child to never pick and eat anything from a plant.
- ☐ Be sure you know what is growing in your yard so, if your child accidentally ingests a plant, you can give the proper information to your local Poison Control Center.

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A Picture Guide to Carbohydrate Choices

One Carbohydrate Choice = 15 grams of carbohydrates

MEMORIAL MEDICAL CENTER

Grains/Beans/Starchy Vegetables 15 grams of carbohydrates per serving

1/2 cup mashed pototoes	brown & white 1/3 cup cooked rice	white or whole grain 1/3 cup pasta	1/2 cup cooked wild rice	1 small baked potato	1/2 cup yam
white or whole grain 1 slice bread	white or whole grain 2 slices diet bread	1/2 bagel bagel	1/2 bun hamburger or hot dog bun	1/2 muffin english muffin	6" tortilla
3/4 cup cold cereal	1/2 cup hot cereal	2 small pancakes	3 crackers graham crackers	4 crackers soda crackers	3 cups popcorn
6" ear corn on the cob	1/2 cup corn	1 cup winter squash	1/2 cup peas	1/2 cup beans/legumes	1/3 cup baked beans

Milk 12-15 grams of carbohydrates per serving

1 cup whole milk	1 cup skim milk	1 cup 1% milk	1 cup 2% milk
1 cup buttermilk	1 cup soy milk	1 cup plain yogurt	3/4 cup sugar free yogurt

Fruits 15 grams of carbohydrates per serving

1/4 cup dried fruit	15 grapes grapes
lite or own juice 1/2 cup canned fruit	1/2 cup applesauce
1/2 banana banana	1 cup berries
1/2 cup orange juice	1 cup melon
1 small apple	1/2 grapefruit grapefruit

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Sweets 12-15 grams of carbohydrates per serving

1 TB honey	1 TB regular syrup	1 TB sugar	2x2 piece plain cake
1 small plain cake donut	1/3 cup sherbet	1 TB jam/jelly	1 oz. cookie
1/2 cup regular ice cream	1/2 cup sugar free ice cream	1/4 cup pudding	1/2 cup sugar free pudding

Combination 15 grams of carbohydrates per serving

thin slice 1/8 of 12" pizza	1/2 cup noodle casserole	1/2 cup cream based soup
2x3 piece lasagna	1/2 cup spaghetti sauce	1 cup broth based soup

CONVERSION GUIDE

Total Carbohydrate Grams	Carbohydrate Choices
0-5	0
6-10	1/2
11-20	1
21-25	1-1/2
26-35	2
36-40	2-1/2
41-50	3
51-55	3-1/2
56-65	4
66-70	4-1/2
71-80	5
81-85	5-1/2
86-95	6
96-100	6-1/2
101-110	7

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Proteins 0 grams of carbohydrates per serving

1/2 cup egg substitute	3 oz. tofu	3 oz. cheese	1 TB peanut butter
3 oz. fish	3/4 cup tuna	3 oz. pork	3 oz. poultry
2 medium egg	3/4 cup cottage cheese	3 oz. no bun beef hamburger	

Fats 0 grams of carbohydrates per serving

1 TB salad dressing*	2 TB low-cal salad dressing*	1 tsp oil
1 tsp butter	1 TB half & half	1 TB creamer
1 tsp mayonnaise	1 TB low-fat mayonnaise	1 TB avocado

* check label for carbs

Vegetables 5 grams of carbohydrates per serving

1 large tomato	1/2 cup tomato juice	1/2 cup veggie juice
1 cup raw, 1/2 cup cooked mixed veggies cooked or raw	1 cup raw, 1/2 cup cooked carrots	1/2 cup onions

Free less than 5 grams of carbohydrates per serving

diet soda	sugar free syrup	sugar free gelatin	summer squash
cucumber	lettuce	sugar-free jam/jelly	sugar substitute

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How to Read a Food Label

The nutrition information label on most food packages includes:

- serving size
- number of servings in the container
- grams of fat in a serving
- grams of carbohydrates in a serving
- grams of protein in a serving

It is important to remember that the company making the food decides what a serving size is. This serving size may or may not be what you would think of as a serving.

This is a sample label for regular ice cream:

Nutrition Facts
Serving Size (66g) 1/2 cup
Servings Per Container 6

Amount Per Serving	
Calories 130	Calories from Fat 70
	% Daily Value*
Total Fat 7g	11%
Saturated Fat 4.5g	22%
Trans Fats 0g	0%
Cholesterol 30mg	10%
Sodium 55mg	2%
Total Carbohydrate 16g	5%
Dietary Fiber 0g	0%
Sugars 15g	
Protein 2g	

This is a sample label for "sugar free" or "no sugar added" ice cream:

Nutrition Facts
Serving Size (71g) 1/2 cup
Servings Per Container 6

Amount Per Serving	
Calories 100	Calories from Fat 90
	% Daily Value*
Total Fat 4g	9%
Saturated Fat 4g	22%
Trans Fats 0g	0%
Cholesterol 0mg	0%
Sodium 45mg	2%
Total Carbohydrate 14g	4%
Dietary Fiber 0g	0%
Sugars 3g	
Protein 2g	

As you can see, "sugar free" or "no sugar added" does not mean carbohydrate free. The "sugar free" or "no sugar added" ice cream has only 2 fewer grams of carbohydrates than the regular ice cream. This is not enough to cause a big difference in blood glucose.

Read labels carefully. Compare "sugar free" or "no sugar added" products with those they are meant to replace. Make sure you are comparing the same serving size. "Sugar free" or "no sugar added" products may not be lower in calories, fat or carbohydrates, and may be more expensive.

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Punishment vs. Discipline

Is there a difference? YES! **Punishment just hurts...but Discipline *Teaches***

Punishment Hurts	Discipline Teaches
Punishment can *temporarily* stop behavior we dislike, but it doesn't usually teach behavior we *do* want. Punishment such as spanking, yelling, and harsh penalties can also hurt relationships. ☹	**Discipline stops behavior we dislike *and* teaches good behavior with messages that last.** It helps *build* relationships instead of hurting them. ☺
Examples include: **Physical punishment,** like spanking. This usually only works temporarily and can damage relationships. It can incorrectly teach that "might makes right" and can encourage kids to hit. It can also teach kids to be afraid of parents. (Fear and respect are *not* the same thing.) **Verbal punishment,** like yelling, shaming, or name calling can also damage relationships. It can make kids feel depressed and angry or damage their self image. It might also incorrectly teach kids that losing your temper and having a tantrum is acceptable behavior. **Penalties,** like grounding, taking away privileges or giving extra chores *can* sometimes be effective when used carefully but they can also backfire if they're too harsh or if they don't fit the problem (see Natural Consequences, right). Penalties are usually not very effective when used without clear teaching and guidance.	**Examples include:** **Encouraging good behavior** through extra attention or praise or even a point chart with small rewards. This can help teach that good behavior leads to good outcomes. Often the behavior itself becomes the reward. **Natural consequences** that fit the problem. (Examples: A young child who can't play with his friend because he hit learns that others don't like to be around poor behavior. A young child who spills her cereal on purpose misses out on playtime while she helps clean the mess. A young child who misbehaves at the store must ride in the cart. An older child must do chores to make money to replace a cell phone that was carelessly lost. A child loses computer privileges because he stayed up too late playing video games.) **Problem solving:** Both the adult's views/needs *and* the child's views/needs are considered. Then parent and child work together to find a solution. The solution may include positive or negative consequences. (Examples: Say to a young child: "You want me to play a game with you but *I* need to finish my work. If you don't interrupt, I'll have time to play a game. If you *do* interrupt, I won't have time." Say to an older child: "You want to see your friends, but I worry when you're out late. If you come home on time, I'll let you go out tomorrow.")

Punishment Hurts	Discipline Teaches
Punishment can teach kids that *their* interests, needs and viewpoints don't matter. This hurts relationships.	**Discipline teaches kids that adults care about their viewpoints, needs and interests.** This builds relationships.
Punishment doesn't teach kids self control. It teaches that *others* are responsible for their behavior. It can teach children that bad behavior is ok, as long as they don't get caught.	**Discipline teaches *self*-control.** It teaches kids that positive behavior will lead to positive outcomes and negative behavior will lead to negative outcomes.
Punishment doesn't teach responsibility. Children learn that they are not responsible for "fixing" what they did wrong. Instead, an adult takes the responsibility of "fixing" it through punishment.	**Discipline teaches kids to accept responsibility for their actions.** It teaches them to make their wrongs right, to apologize, make amends, repair damage, and take pride in good behavior.
Punishment loses effectiveness as kids get older. Penalties must become more severe and harsh the older kids get. This damages relationships.	**Discipline teaches kids to rely on *themselves* for their good behavior.** It gives kids a chance to learn how to behave so they can do it on their own when they get older.
Punishment leaves kids vulnerable to trouble when they get older. They may have poor conflict management and relationship skills. They may seek out harmful relationships and use negative behavior to cope with life's ups and downs.	**Effective discipline builds healthy conflict management and relationship skills.** These skills last a lifetime!

Sources:

EM4776. Children: Guidance and Discipline. Authored by Kenneth E. Barber with the cooperation of Washington State University Extension.

How to Talk so Children Will Listen and Listen so Children Will Talk. Faber, Adele and Elaine Mazlish. Avon. 2002.

Strengthening Families Program 10-14. Iowa State University. 2007

Pike's Bay Marina

Administrative Assistant

Job Description
Primary function is to support the Marina General Manager in all aspects of the marina's operations including: marketing, bookkeeping and sales. This position requires the ability to exhibit flexibility and the ability to multitask in all areas of marina operations. This position is often the first impression to customers and guests of the marina and therefore must possess strong public relations skills.

Contact Information

Business Name:	Pike's Bay Marina
Contact:	Steve Linton
Street:	PO Box 716
City/State/Zip:	Bayfield, WI 54814
Local Phone:	(715) 779-3900
Fax:	(715) 779-3902
Email:	info@pikesbaymarina.com
Website Address:	http://www.pikesbaymarina.com

Living Adventure, Inc.

Office Staff for Kayak Trip Outfitter

Job Description
The office at Living Adventure is an exciting place to work in the summer. Duties of the office staff are comprehensive; answering the phone, booking reservations, greeting and working with customers, retail sales. Office staff members are the face of the company by phone and in person and need to be enthusiastic and personable. An additional important criteria for this position is being a multi-tasker and organized thinker. Training starts in late May and work is full time June - August. Pay starts at $9/hr + depending on qualifications, with adjustments for performance over the summer. Lively and supportive working environment!

Contact Information

Business Name:	Living Adventure, Inc.
Contact:	Gail Green or Heather Harrison
Street:	PO Box 874
City/State/Zip:	Bayfield, WI 54814
Local Phone:	(715) 779-9503
Fax:	(715) 779-9509
Email:	info@livingadventure.com

Superior Charters & Sailing School

Cleaner

Job Description
This is a seasonal position that averages 30-40 hours per week. We need someone to start around the end of April and go through mid October. We are a fun organization looking for a reliable person to help us clean boats for a season. The cleaner is responsible for cleaning the interior and exterior as well as light office cleaning. We work hard but have fun!

Please stop by our downtown office to fill out an application. We are located at 100 Manypenny Ave. in Bayfield.

Contact Information

Business Name:	Superior Charters & Sailing School
Contact:	Heather
Street:	34475 Port Superior Road
City/State/Zip:	Bayfield, WI 54814
Local Phone:	(715) 779-5124
Fax:	(715) 779-3014
Email:	sail@superiorcharters.com
Website Address:	http://www.superiorcharters.com/

The Bayfield Inn

Help Wanted - Join our 2012 Summer Team!

Job Description
Front Desk Clerks, Customer Service Shifts, Night Auditor and Housekeepers. Seasonal work.
Full & Part Time positions available. Prefer experienced but will train. Apply in person at the Bayfield Inn.
No Phone Calls Please!

Contact Information

Business Name:	The Bayfield Inn
Street:	PO Box 810
City/State/Zip:	Bayfield, WI 54814
Local Phone:	(715) 779-3363
Fax:	(715) 779-9810
Email:	bayfieldinn@bayfield-inn.com
Website Address:	http://bayfieldinn.com

Big Water Cafe & Coffee Roasters

Cook

Job Description
Do you love cooking and being in the kitchen? We're hiring cooks for the summer and would love to have you join our team. Our kitchen is a face paced environment focused on local and organic ingredients. We do simply prepared breakfasts and lunches.

Essential Job Functions
? Detail oriented ? must be able to produce consistent menu items
? Passion for hand crafted flavor
? Practicing proper food safety and handling procedures
? Efficiency. Must work in a quick pace, yet maintain recipe accuracy and quality of the products.
? Must be able to work independently and in a team setting
? Must be available early morning and afternoons

Cook Positions begin June ? part time and full time available

Job Perks: Free bag of coffee every other week, free specialty drink each shift, lots of yummy sampling!

Pay: Depends on Experience

Download the application from our website or pick one up at the cafe.

Baker

Job Description
Do you get excited when the flour starts to fly? We're hiring 1-2 Bakers and would love to have you join our team. Our bakery produces scratch made items including scones, cookies, muffins and other items. We focus on using local and organic products. If you are a someone who likes to work in an independent environment and is detail oriented, please apply!

Essential Job Functions
? Detail oriented ? must be able to produce consistent menu items
? Passion for hand crafted flavor
? Practicing proper food safety and handling procedures
? Efficiency. Must work in a quick pace, yet maintain recipe accuracy and quality of the products.
? Must be able to work independently and in a team setting
? Must be available early morning and afternoons

Part time available now - full time available in the summer

Job Perks: Free bag of coffee every other week, free specialty drink each shift, staff discount, lots of yummy sampling!

Pay: Depends on Experience

Download the application from our website or pick one up at the cafe.

Contact Information

Business Name:	Big Water Cafe & Coffee Roasters
Contact:	Danielle or Emily
Street:	117 Rittenhouse Ave
City/State/Zip:	Bayfield, WI 54814
Local Phone:	(715) 779-9619
Email:	info@bigwatercoffee.com
Website Address:	http://www.bigwatercoffee.com

Integrated Development Services, Inc.
WWW.IDS-WI.COM

6506 Schroeder Road
Madison, Wisconsin 53711
t: 608.441.0123 f: 608.441.0126
MADISON CLINIC

Line Staff – Job Description and Requirements

Line staff members are paraprofessionals working under the direction of professionals who are licensed or otherwise authorized by the state to provide behavioral treatment for individuals with Autism. The primary responsibilities of Line Staff are to develop a relationship with an individual child who is challenged by the diagnosis of Autism, and to engage in therapeutic activities as recommended by the supervising professional. A playful and engaging attitude is a must, along with the following skills:

1. Understand the definition of Autistic Spectrum Disorder and appreciate the developmental implications this diagnosis has for a child.
2. Understand the developmental process and learning style for children on the autism spectrum.
3. Implement specific teaching strategies recommended by the supervising professional that support and encourage the acquisition of skills in the areas of behavioral regulation, social interaction, communication, learning, and daily living.
4. Provide one-on-one social interaction for a child in our program. You may work with only one child, or work with multiple children.
5. Be able to work in home environments, respect parents as the primary teachers of their children, and appreciate the individual differences that families may have regarding their home and their children.
6. Write notes summarizing each session that you work with the child. Record keeping is essential in documenting the child's progress in the program.
7. Attend one hour team meetings every other week. These meetings are important to maintain consistency in programming.
8. Enjoy working as a contributing member of treatment team.
9. Be open to change and growth – flexibility over rigidity is a necessity.

These skills can be developed over time through reading, observation, and direct supervision. However, it is the responsibility of line staff to develop these skills. Line staff members need to take active steps to become proficient at helping children develop to their full potential.

Specifics:

- must be at least 18 years of age
- high school diploma
- transportation or access to public transportation
- commitment of 6-12 hours per week (new hires)
- commitment to stay in the position for at least 6 months
- typically a part time position between 6 and 25 hours per week (experienced staff)

JOB DESCRIPTION

POSITION: Executive Director

LOCATION: Red Cliff Chippewa Housing Authority

SALARY: Negotiable depending upon qualifications

THIS IS A REGULAR FULL-TIME EXEMPT POSITION

SUPERVISOR(S): Housing Board of Commissioners

JOB SUMMARY: Performs a wide range of administrative activities, coordinating and directing the Red Cliff Housing Authority. To ensure efficient and quality operations and using independent judgment within the framework of the established policies in decisions affecting the Red Cliff Housing Authority.

DUTIES AND RESPONSIBILITIES:

Management Operations:

1. Provides for supervision and management of the Red Cliff Housing Authority.
2. Responsible for planning and arranging program evaluations for Red Cliff Housing programs with the help of Department Managers and staff.
3. Must maintain strict adherence to the Privacy Act.
4. Participate in discussion with community, community leaders and other interested parties to improve housing.
5. Assist Housing Board in determining unmet needs.
6. Provide Housing Board and Tribal Council with written monthly reports that will include:
   A. Monthly activities.
   B. Major changes.
   C. Problem areas.
7. Provide written quarterly reports with financials, to the Tribal Council
8. Perform any other job-related duties as specified by supervisor.

Human Resources:

1. Enforce Housing Policies in a fair and consistent manner.
2. Responsible for documentation of personnel actions according to established policy and employment regulations.
3. Initiate employee recruitment measures according to Tribal Policy and Procedures.
4. Responsible for orientation and training of Housing employees, and providing documentation for the personnel files.
   A. New hires and transfers.
   B. Ongoing training and development.
5. Maintains appropriate staffing as evidenced.
6. Monitor employee's turnover, overtime, and absenteeism for the department and provides justification as necessary.
7. Demonstrates a desire for good performance by setting work goals and standards for employees.
   A. Assigns job duties and determines work procedures.
   B. May advise or assist employees in performing duties when necessary.

8. Receives and investigates employee problems and complaints, taking effective correction action as necessary. Does not retaliate in any manner when an employee exercises his or her employee rights.
9. Conducts and documents employee disciplinary action with appropriate documentation.

FINANCE:

1. Responsible for fiscal management of Housing operations to ensure proper utilization of the facility's financial resources.
2. Prepares department budget according to established procedures and submits by date due.
3. Investigates and suggest alternatives to established budget based on the most cost effective use of resources.
4. Utilizes financial resources within established budget and approved variances and submits any required reports by date due.
5. Pursues cost savings or revenue generation for all Housing programs.
6. Orders supplies and equipment according to policy, approves vendor invoices.

PUBLIC/CUSTOMER RELATIONS:

1. Responsible for positive representation of the Red Cliff Housing Authority.
2. Exemplifies personal conduct and management style which reflects an appropriate role model for other employees.
3. Institutes and upholds established behavioral standards.
4. Establishes and maintains a cooperative relationship with employees, Tribal Administration and the general public.
5. Investigates complaints; attempts to resolve problems to restore and promote good public relations.

COMMUNICATION:

1. Responsible for communication within the Housing Office to ensure that information is shared for effective operations.
2. Demonstrates tact, courtesy and a positive approach to communication and interaction with other employees, visitors, and others.
3. Attends and participates in related meetings to further improve the Red Cliff Housing Authority.
4. Conduct regular staff meetings to discuss operational problems and/or explains policy and procedural changes.
5. Good writing ability is a plus

PERSONAL DEVELOPMENT:

1. Responsible for personal development to ensure current knowledge in the profession.
2. Maintains membership in appropriate professional organizations.
3. Attends professional meetings and events within the scope of the budget.
4. Identifies personal and professional areas for improvement and actively seeks out ways to meet personal developmental needs.

SUPERVISORY AUTHORITY: The Executive Director has supervisory authority over all RCHA staff.

KNOWLEDGE:

1. Knowledge of Native American tribes and the uniqueness of the Red Cliff Community.
2. Working knowledge of housing or governmental management; working knowledge regarding the Native American Housing and Self Determination Act (NAHASDA);
3. Knowledge or experience in working within Tribal government structure.

QUALIFICATIONS: B.S. Degree in Business Administration or related field, or a minimum of three years experience in housing administration or highly responsible administrative position. Good interpersonal skills ability to get along well with diverse personalities, staff and general public. Good communication skills, written and verbal. Sound judgment and capability to respond to unusual circumstances. Able to deal constructively with conflict. Ability to plan, coordinate and direct varied and complex operations of clinic. Ability to train, supervise, and evaluate the performance of subordinates.

PHYSICAL REQUIREMENTS: The duties assigned to this position involve bending, stooping, lifting, and carrying. Items may be placed on overhead shelving.

WORK ENVIRONMENT: Environment must be maintained as clean, non-smoking, well-ventilated work area in adherence to all safety regulations. The position is based in the Housing Authority office located on the Red Cliff reservation in northern Wisconsin.

TRAVEL REQUIREMENTS: Possession of valid drivers license and having regular access to a motor vehicle with appropriate insurance coverage. The ability to travel and attend meetings. The availability for out of town and overnight travel.

POSTING: April 25, 2012
DEADLINE: May 14, 2012

FOR FURTHER INFORMATION:

Red Cliff Housing Authority
37645 New Housing Road
Bayfield, WI 54814

(715) 779-3744 or (715) 779-3745

The Red Cliff Housing Authority has a Drug Free Work Place Policy and adheres to the intent of the Drug Free Work Place Act. All new hires are subject to a drug test prior to starting.

ALL APPLICANTS FOR EMPLOYMENT WITH THE RED CLIFF TRIBE ARE SUBJECTED TO THE BACKGROUND INVESTIGATION AND OTHER REQUIREMENTS OF RCCL CHAPTER 43, AND THAT YOU ARE UNDER A CONTINUEING OBLIGATION TO SUPPLEMENT THIS APPLICATION FOR EMPLOYMENT WITH INFORMATION CONCERNING ANY CONVICTIONS THAT OCCUR AFTER COMMENCEMENT OF EMPLOYMENT WITH THE TRIBE.

The Red Cliff Housing Authority provides preference for Native Americans in its hiring process.

Red Cliff Elderly and Disability Services

JOB DESCRIPTION

POSITION: TRIBAL AGING AND DISABILITY RESOURCE SPECIALIST (Tribal ADRS)

LOCATION: Red Cliff Elderly Services Program offices

SALARY: $12.00 per hour, 29 hours per week

THIS IS A REGULAR PART-TIME NON EXEMPT POSITION

SUPERVISOR(S): Elderly Programs Manager/ Family Services Administrator

JOB SUMMARY:

The Tribal Aging and Disability Resource Specialist (ADRS) works in partnership with tribal health and human services agencies and Aging and Disability Resource Centers (ADRCs) in the tribe's service area to ensure that tribal members receive culturally appropriate information about aging and disability resources and are able to comfortably and effectively access long term care program and services.

DUTIES AND RESPONSIBILITIES:

1. Engage in marketing and outreach to inform tribal members about services available through the tribal ADRS and the regional ADRC.
2. Develop culturally sensitive informational materials.
3. Provide or arrange training for ADRC personnel on cultural competence in working with tribes and tribal members.
4. Provide basic information and assistance, and options counseling for tribal members in their homes, in the ADRC or tribal office, or over the phone.
5. Provide short term service coordination to help tribal members deal with immediate needs, to the extent time and funding allows.
6. Serve as a liaison and customer advocate to tribal members referred to area ADRCs for more in-depth information and assistance, options counseling, and enrollment in publicly funded long term care services.
7. Conduct information and assistance home visits for tribal members on behalf of the ADRC.
8. Assist tribal members in preparing materials needed to determine financial eligibility.
9. Assist with enrollment counseling for tribal members needing publicly funded long term care services.
10. Develop and maintain client records, including client tracking records for tribal members served.
11. Participate in tribal department staff meetings as instructed by supervisor and outside activities related to ADRS information sharing in the community.
12. Attend ADRC-N Management Committee meetings as Tribal Representative when needed or requested;
13. Inventory the health and long term care related resources that are available through tribal governments, and share this information with the ADRCs for inclusion in the resource database

14. Prepare correspondence and other documentation as required by DHS program guidelines.
15. Participate in 100% time reporting to capture MA revenue to support tribal ADRS services.
16. Use continuous improvement techniques to improve the quality and efficiency of customer service.
17. Consult with DHS on issues relating to ADRC services for tribal members.
18. Additional duties as assigned.

SUPERVISORY AUTHORITY: NONE

KNOWLEDE:

1. Strong computer, oral and written communication skills.
2. Knowledge of and familiarity with tribal resources, local area resources and statewide resources available for client referral purposes.
3. Understanding of the long term care delivery system in Wisconsin.
4. Experience working with tribal elders/disabled individuals and/or a thorough understanding of their roles in Native American communities.
5. Excellent organizational skills with the ability to plan, organize, and schedule priorities efficiently and manage multiple projects in a timely manner.
6. Ability to establish and maintain productive working relationships with ADRC staff, clients, tribal management and external agencies.

QUALIFICATIONS:

1. A bachelor's degree in human services/related field **or** an Associate degree in related field with 3 years work experience similar type position.
2. Be AIRS certified or achieve AIRS certification within 12 months of hire.
3. Three years experience dealing with issues that affect the elderly and disabled population is preferred.
4. Must hold a valid Wisconsin driver's license and at least liability insurance. If no insurance must get within 3 weeks of starting employment
5. Native American preference will be applied in the case of equally qualified applicants but all qualified applicants will be considered.

PERSONAL CONTACTS: Daily communication and updates to Elderly Director, routine and as needed contacts with elderly program staff, clients, volunteers, Bayfield County aging unit, Aging and Disability Resource Center of the North, State DHS, Northern Bridges managed care organization, and Tribal Management.

PHYSICAL REQUIREMENTS: Individual must be able to do all movements associated with home-visiting and frequent travel. Must be able to lift up to 50 pounds, safely.

WORK ENVIRONMENT: Elderly program office located in the Red Cliff Housing Authority Elderly Apartment Building. Office and common areas of building are smoke free.

TRAVEL REQUIREMENTS: The Tribal ADRS will attend training and meetings locally and statewide as needed. High level of local travel for home-visiting and collaborative meetings may be required. Frequent out of town travel.

DEADLINE: April 19, 2012 at 4:00 pm or until filled

FOR FURTHER INFORMATION:

Red Cliff Tribal Administration Building
Human Resources Department
88385 Pike Road Hwy 13
Bayfield, WI 54814

JOB DESCRIPTION

POSITION: Residential Treatment Coordinator – Day

LOCATION: Red Cliff AODA-Mishomis House / Red Cliff Health Department

SALARY: $10.00 per hour, 40 hours per week

THIS IS A REGULAR FULL-TIME NON-EXEMPT POSITION

SUPERVISOR(S): AODA Treatment Director/Administrative Assistant

JOB SUMMARY: The person will insure that the CBRF is brought to code in compliance with State rules, and maintained and kept in compliance. All function of program will be scheduled, and kept going. Clients will be kept safe, prepared for emergency situations. Person will transport residents to all assigned meetings, recreational and cultural activities.

DUTIES AND RESPONSIBILITIES:

1. Direct, coordinate, and oversee the day-to-day operation of the residential facility, the activity of residents, and the duties of support staff.
2. Participate in the selection, admission, and orientation of residents.
3. Arrange and schedule resident activities in accord with program protocols and group and individual treatment plans.
4. Assist residents to insure their compliance with individual treatment plans.
5. Participate in resident treatment experiences as warranted and in accord with facility policy.
6. Develop and implement cultural programming that supports AODA treatment strategies and respects individual preferences and differences.
7. Oversee the activities of relief managers and other staff assigned to the Residential Program.
8. Assist program administration in the preparation maintenance of manuals, records, documents, financial reports, and other materials required by the AODA Program Director/Coordinator, the Administrator of the Health Center, the Health Board, the Tribal Council, funding sources, and certification bodies. Maintain proper and adequate documentation for all program expenditures.
9. Complete monthly, quarterly, and annual reports as required by Health Center Administration, the Health Board, Tribal Council, regulatory bodies, and/or third party payors. Maintain a record of all reports and supporting documentation as required.
10. Meal planning under the general direction of dietary consultants and program administration. Will provide noon meal for residents.
11. The purchase or other procurement of groceries, foodstuffs, and supplies.
12. Maintain adequate stores of foodstuffs and supplies for use by the residential treatment program. Purchase replacement items according to health Department Policy to insure accurate inventory control and proper fiscal accounting. Oversee the proper storage of such items.
13. Maintain the confidentiality of all client specific information and data in accord with federal and state guidelines and requirements.
14. Transport residents in accord with facility policy and as directed by administration and in collaboration with treatment staff.

15. Utilize the resources, materials, office supplies, equipment and physical plant purchased on behalf of or allocated for use by the Red Cliff AODA Treatment Program in accord with professional practice norms and Tribal Policy.
16. Participate in quality assurance measures conducted with the AODA Treatment Program.
17. Adhere to a professional code of conduct and applicable federal and state laws and regulations in the discharge of these assigned duties.
18. Present a professional, caring image for the Health Center and its programs.
    a. Maintain a cooperative relationship with other Health Center staff and co workers.
    b. Demonstrate tact, courtesy, and respect in communication and interaction with Health Center patients, visitors, and staff and with outside agencies and programs.
    c. Promote a working environment noted for effective cooperation and collaboration between programs, services, and co-workers.
19. Attend staff and other meetings, in-services, and other events as specified by the immediate supervisor or Tribal administration.
20. Participate in the implementation of grants, contracts, and projects being carried out under the auspices of the AODA Treatment Program and at the direction of the Director/Coordinator. These activities are to comply with the directives of the Tribal Council and Health Center Administration and to fulfill the conditions of the individual grants, contract, or project. The specific duties will reflect the individual program initiative and the concurrent needs and resources of the AODA Treatment Program. These assignments will vary from time to time due to the cyclical nature of these program efforts.
21. If individual is licensed Counselor Trainee, the individual will provide those services to clients per supervisors direction and supervision.
22. Perform other job-related duties as directed by the immediate supervisor or Tribal Administration.
23. Maintain a clean and safe working environment.

SUPERVISORY AUTHORITY: This position will supervise night coordinator, and weekend relief staff.

KNOWLEDGE:

1. Personal commitment to a drug and alcohol-free lifestyle consistent with the accept norms for abstinence and sobriety. If there is a personal history of alcohol and/or chemical dependency, a minimum of two years of absolute sobriety is required. A commitment to a program of continued recovery is also expected.
2. Sound judgment and the capacity to respond to unusual circumstances and emergencies.
3. Ability to deal constructively with emergencies and conflicts.
4. Possession of a valid drivers license and regular access to a motor vehicle with appropriate insurance coverage. If no insurance must obtain within three weeks of employment. Must be eligible for Tribal insurance.
5. Able to travel throughout the community, make home visits, attend meetings, and participate in community educational programs.
6. Available for out of town and overnight travel.

QUALIFICATIONS: High school Diploma, GED or HSED. Person must be at least 21 years old. Additional training in AODA field preferred but not necessary. Minimum of 2 years sobriety preferred. Good interpersonal skills and the ability to get along with diverse populations (clients, co-workers, professional staff, administration and the public). Good communication skills, written and oral. Must have knowledge of and sensitivity for Ojibwa culture and traditions. Work experience or volunteer activities in the field of substance abuse treatment preferred. Must have valid driver's license and at least liability insurance; if no insurance must get within 3 weeks of employment. Native American preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

May 7th Deadline

JOB DESCRIPTION

POSITION: Associate Judge

LOCATION: Judicial Branch, Red Cliff Tribal Court

SALARY: Contractual

THIS IS A REGULAR PART-TIME EXEMPT POSITION
APPLICANTS MUST ATTACH A LETTER EXPLAINING WHY THEY WISH TO BE AN ASSOCIATE JUGE.

SUPERVISOR(S): Chief Judge

JOB SUMMARY:

DUTIES AND RESPONSIBILITIES:

A. Serve as an Associate Judge. To promulgate and enforce ordinances governing the conduct of persons subject to the jurisdiction of the Tribe, and providing for the maintenance of law and order and the administration of justice by establishing a reservation court and defining its duties and powers.
B. Prepare and issue written orders, judgments, search arrest warrants.
C. Assist and provide legal research and writing when necessary for the decision in a case in a timely manner.
D. Assist in the development and implementation of policy and procedures that are complimentary to current court policies and where the court has not determined standards of policy, consistent with the Tribe's needs and Tribal Law.
E. Keep accurate records of cases and hearings, communicate needs of courts, and provide quarterly and annually reporting to the Chief Judge.
F. Assist in facilitating development of Tribal Case Law and alternative dispute resolution.
G. Must maintain confidentiality due to nature of certain cases such as ICW matters.

SUPERVISORY AUTHORITY:

KNOWLEDGE: Must be familiar with courtroom procedures, constitution and laws of the Red Cliff Band of Lake Superior Chippewas.

QUALIFICATIONS:

1. Must be of legal age; never convicted of a felony, unless pardoned.
2. Must be a Red Cliff Tribal Member.
3. Must be of good character and reputation.
4. Must provide three (3) letters of reference.
5. Must be able to travel to attend training, and meetings as required.
6. A background investigation will be performed.
7. Must complete a writing sample.
8. Must be thoroughly familiar with the Constitution and laws of the Red Cliff Band of Lake Superior Chippewas; must be familiar with the Indian Civil Rights Act; courtroom procedures; trust responsibilities of the Federal Government; civil and criminal law concepts; and the cultures, traditions and values of the Red Cliff Reservation. Must pass the Red Cliff Bar exam.

August 5th Deadline

JOB DESCRIPTION

POSITION: Tribal Law Enforcement Officer – Part Time

LOCATION: Red Cliff Reservation

SALARY: $15.00

THIS IS A REGULAR PART-TIME NON EXEMPT POSITION

SUPERVISOR(S): Chief of Police or Tribal Administration

JOB SUMMARY:

1. Perform duties under the supervision of the Chief of Police.
2. Become acclimated to assigned areas, acquiring knowledge to it needs and activities.
3. Enforcement of all law and ordinances of the State and Tribal governments.
4. Investigate complaints received, dispatched and assigned.
5. Investigate accidents and render first aid, photograph, citation and complete reports.
6. Complete all required paper work in a timely manner.
7. Appears in court as required.
8. Does process serving.
9. Submits quality and concise reports.
10. Maintains departmental and personal equipment in good working condition.
11. Assists other department personnel with their duties as needed.
12. Do other related duties as required or assigned.
13. Work assigned duty hours.
14. Conducts themselves in accordance with departmental regulations.

DUTIES AND RESPONSIBILITIES: A Red Cliff Tribal Police Officer is assigned to field duty, which consists of both routine and complex law enforcement responsibilities. General job functions include reporting and documentation; preservation of public safety, peace and security. Officer must be able to have good verbal and written communication skills. React quickly and effectively to stressful situations. Clean and concise speech. Ability to handle several tasks simultaneously.

The Officer must be able to work evenings, weekends and holidays. Officer must be able to work independently which necessitates a high degree of self-discipline, integrity and decision-making ability. In addition to the skills, knowledge and abilities natural to the police function, there are specialized positions requiring other skills. These positions consist of corrections, identification, warrant or process, investigations, communications, juvenile, community service, property management and training. Duties and responsibilities are performed under the direction of Chief of Police or there designee.

SUPERVISORY AUTHORITY: As directed by chief of police.

KNOWLEDGE: Must have knowledge in law enforcement, computers and working with the public.

QUALIFICATIONS: Prefer individual who is currently certified by Wisconsin Law Enforcement Training and Standards Board or can be certified by the Wisconsin Training and Standards Board. High school diploma. Ability to possess a firearm; No Felony convictions; No domestic abuse convictions. Must have a good driving record, and be able to be put on Tribes insurance. Able to pass a background investigation check. Able to pass a Drug screening test administer by the Tribe and State of Wisconsin. Knowledge of Native American Tribes and the uniqueness of the Red Cliff community. Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

PERSONAL CONTACTS: Daily contact with community members, supervisor and other officers, legal staff as needed and Tribal Administration.

PHYSICAL REQUIREMENTS: Must be able to work in various weather conditions. Be able to pass requirements of Law Enforcement Training and Standard Board. Must be in good physical condition.

WORK ENVIRONMENT: Patrolling the Red Cliff Reservation, Town of Russell and acting as backup as required by the Bayfield County Sheriff.

TRAVEL REQUIREMENTS: Will be required to attend meetings and trainings as directed. Must be available for overnight travel.

POSTING: April 20, 2012
DEADLINE: Until filled.

FOR FURTHER INFORMATION:

Red Cliff Tribal Administration Building
Human Resources Department
88385 Pike Road
Hwy 13
Bayfield, WI 54814

rwygonik@redcliff-nsn.gov

susie.gurnoe@redcliff-nsn.gov

JOB DESCRIPTION

POSITION: Tribal Law Enforcement Officer – Full Time

LOCATION: Red Cliff Reservation

SALARY: $17.00

THIS IS A REGULAR FULL-TIME NON EXEMPT POSITION

SUPERVISOR(S): Chief of Police or Tribal Administration

JOB SUMMARY:

1. Perform duties under the supervision of the Chief of Police.
2. Become acclimated to assigned areas, acquiring knowledge to it needs and activities.
3. Enforcement of all law and ordinances of the State and Tribal governments.
4. Investigate complaints received, dispatched and assigned.
5. Investigate accidents and render first aid, photograph, citation and complete reports.
6. Complete all required paper work in a timely manner.
7. Appears in court as required.
8. Does process serving.
9. Submits quality and concise reports.
10. Maintains departmental and personal equipment in good working condition.
11. Assists other department personnel with their duties as needed.
12. Do other related duties as required or assigned.
13. Work assigned duty hours.
14. Conducts themselves in accordance with departmental regulations.

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The Officer must be able to work evenings, weekends and holidays. Officer must be able to work independently which necessitates a high degree of self-discipline, integrity and decision-making ability. In addition to the skills, knowledge and abilities natural to the police function, there are specialized positions requiring other skills. These positions consist of corrections, identification, warrant or process, investigations, communications, juvenile, community service, property management and training. Duties and responsibilities are performed under the direction of Chief of Police or there designee.

SUPERVISORY AUTHORITY: As directed by chief of police.

KNOWLEDGE: Must have knowledge in law enforcement, computers and working with the public.

QUALIFICATIONS: Prefer individual who is currently certified by Wisconsin Law Enforcement Training and Standards Board or can be certified by the Wisconsin Training and Standards Board. High school diploma. Ability to possess a firearm; No Felony convictions; No domestic abuse convictions. Must have a good driving record, and be able to be put on Tribes insurance. Able to pass a background investigation check. Able to pass a Drug screening test administer by the Tribe and State of Wisconsin. Knowledge of Native American Tribes and the uniqueness of the Red Cliff community. Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

PERSONAL CONTACTS: Daily contact with community members, supervisor and other officers, legal staff as needed and Tribal Administration.

PHYSICAL REQUIREMENTS: Must be able to work in various weather conditions. Be able to pass requirements of Law Enforcement Training and Standard Board. Must be in good physical condition.

WORK ENVIRONMENT: Patrolling the Red Cliff Reservation, Town of Russell and acting as backup as required by the Bayfield County Sheriff.

TRAVEL REQUIREMENTS: Will be required to attend meetings and trainings as directed. Must be available for overnight travel.

POSTING: April 20, 2012

DEADLINE: Until filled.

FOR FURTHER INFORMATION:

Red Cliff Tribal Administration Building

Human Resources Department
88385 Pike Road
Hwy 13
Bayfield, WI 54814

JOB DESCRIPTION

POSITION: **Senior Accountant**

NON-EXEMPT POSITION

LOCATION: **Red Cliff Finance Office**

REPORTS TO: **Chief Financial Officer**

SCHEDULE: **Permanent, Full-time**

WAGE: **Negotiable**

GENERAL:

This position will perform General Ledger activities and cash flow management. This position is also responsible for oversight of recurring accounting functions.

DUTIES AND RESPONSIBILITIES:

1. Maintain the General Ledger using MIP/NPS/ Accounting software.
2. Will be assigned to and responsible for financial oversight of programs designated as "Tribal" by the CFO.
3. Responsible for review and posting of prepared Journal Entries.
4. Responsible for monitoring Tribal bank accounts and daily cash management activities.
5. Review Grants and Contracts Master List monthly to ensure compliance with all reporting requirements.
6. Responsible for monitoring the Tribe's indirect cost program to ensure proper charges and recoveries.
7. Responsible for management of Tribal Internal Service Funds to include: Facilities Management; Fringe Cost Pool etc.
8. Prepare monthly Financial Status Report for CFO.
9. Assist CFO as needed.
10. Attend staff and other meetings, in-services, and events as directed by supervisor.
11. Participate in training activities to enhance knowledge of team skills, systems functionality etc.
12. Perform other duties as assigned.

SUPERVISORY AUTHORITY: Daily supervision of finance staff.

KNOWLEDGE/QUALIFICATIONS:

1. B.S. degree – Accounting or Business Major
2. Minimum five years comprehensive experience in accounting (preferably some Tribal, non-profit or governmental).
3. Experience in computerized accounting systems, experience with Sage MIP is a plus.
4. Must possess strong analytical, numerical, reasoning and decision making abilities.
5. Must be able to work well in a team setting and possess problem and conflict resolution skills.

6. Native American preference will be applied in the event of equally qualified applicants.
7. Knowledge of and sensitivity to Ojibwe culture and traditions.

PERSONNAL CONTACTS:
Daily contact with funding agencies, tribal programs, customers etc.

WORK ENVIRONMENT:

Work setting must be maintained as a clean, nonsmoking, well-ventilated area in compliance with all applicable safety regulations.

PHYSICAL REQUIREMENTS:

The duties assigned to this position involve bending, stooping, lifting, and carrying. Items may be placed on overhead storage. Weights to be carried are usually less than 25 pounds.

TRAVEL REQUIREMENTS:

Must have valid driver's license, vehicle, and at least liability insurance. Must also be eligible for the Tribe's vehicle insurance. May require overnight travel to attend meetings or training.

POSTED: March 29, 2012

DEADLINE: APRIL 12, 2012 AT 4:00 PM OR UNTIL FILLED

FOR FURTHER INFORMATION CONTACT:

Red Cliff Human Resources Office
88385 Pike Road, Highway 13
Bayfield, WI 54814
(715) 779-3700 ext. 267
rwygonik@redcliff-nsn.gov or susie.gurnoe@redcliff-nsn.gov

NOTICE

The Red Cliff Tribal Council is seeking individuals to serve
on the Constitution Committee.

For Further Information Contact Jeanne Gordon or Julie Gordon at 715-779-3700

If you are interested in serving on this committee, please pick up an application at the front desk, upper level of the administration building.
Please return your application to the receptionist at the upper level of the administration building.

DEADLINE: Open Till Filled

NOTICE

The Red Cliff Tribal Council is seeking individuals to serve
on the Membership Committee.

For Further Information Contact Jeanne Gordon or Julie Gordon at 715-779-3700

If you are interested in serving on this committee, please pick up an application at the front desk, upper level of the administration building.
Please return your application to the receptionist at the upper level of the administration building.

DEADLINE: Open Till Filled

Red Cliff Early Childhood Center

Regular Policy Council Meeting
MINUTES
Tuesday, February 14th, 2012
12:00 (noon) @ Memengwaa Trailer

PC Members Present: Jeanne Balber, Nora Cadotte, Candyce Holcomb, Clarissa Bressette, Ed Berg, Johanna Wilson

Others Present: Sue Haas, Health and Mental Wellness Manager; LaVonne Goslin, EHS Director; Nicky Gurnoe, HS Director; Nicole Boyd, Family Services Manager; Dee Gokee-Rindal, Education Administrator

Sign In Completed. Meeting called to order by Jeanne at 12:10pm.

Minutes: January 17th, 2012
Candyce motioned to approve the January 17th, 2012 minutes, Clarissa seconded, all in favor, motion carried.

January Financial Reports
Dee gave an update to PC, especially on the need for in-kind for both EHS and HS. Dee also mentioned to PC that the National Indian Head Start Directors Association (NIHSDA) is in Traverse City and we may be able to send some PC this year, she will update PC with funding availability.

Environmental Health & Safety Amendments
Sue presented the changes to PC including Nutrition and Fire Drill changes. Clarissa motioned to approve, Johanna seconded, all in favor, motion carried.

2012-2013 ECC Goals and Objectives
Dee presented the goals to PC. Discussion on language immersion program, ANA and classroom visits. Johanna motioned to approve, Candyce seconded, all in favor, motion carried.

2012-2013 Budget
Dee presented and explained the budget. Nora motioned to approve with grammatical changes, Johanna seconded, all in favor, motion carried.

ECC Policies and Procedures
Dee presented the final P&P. Nora motioned to approve, Johanna seconded, all in favor, motion carried.

ECC Full Community Assessment
Nicky presented the final copy of the Full Community Assessment. Comments were made on its great composure. Clarissa motioned to approve, Johanna seconded, all in favor, motion carried.

Distribute January Program Summary
Nicole presented PC with the January Program Summary Report. Feedback/comments were given from PC members regarding contacts they receive from the ECC about their child being behind in well child checks when they are having them completed and thought the ECC is retrieving them. They question why they are being asked to sign a release for the ECC to get their checks and then being told they are behind because they have to bring it to ECC. More discussion needed among management regarding this comment.

Other
Nicole presented the PC with a copy of an invitation from the LCO Board of Regents regarding a meeting that will be held in Red Cliff tomorrow.

Discussion was held regarding the safety of the parking lot. Several PC members expressed concern about traffic flow and long-term parking. PC asked that management take the responsibility of following up on the situation, including short term and long term solutions.

Nicky presented the PC with a grant opportunity for $750 to purchase gardening kits and supplies. Nora motioned to approve the request to apply, Ed seconded, all in favor, motion carried.

Next Meeting: March 13th, 2012 @ noon

Adjourn
Johanna motioned to adjourn at 1:10pm, Ed seconded, all in favor, meeting adjourned.

_____ _____
Policy Council Chair Date

MAY 2012

WAABIGWANII-GIIZIS

Mon	Tue	Wed	Thu	Fri
	1B KIX, PEARS, CC, TOAST, PB L CRABBY PATTY, YOGURT, BLUEBERRIES, VEG/DIP S ORANGES, PRETZELS	2B HB OATS, TROP FRUIT BKF BAR, CC L CHIX NUGGET, SW POT FRY, SALAD, CORN, WATERMELON S YOGURT/APPLE	3B CORN CHEX, BANANA, CINN TOAST, YOGURT L HAMB RICE HD, CARROT, PINAPPLE, CC S PUDDING/COOKIE	
7B FR TOAST, APPLESAUCE, YOGURT L TOM SOUP, GR CHEEZ, MANGO, IT VEGGIES S CRACKERS/MILK	8B CHEERIOS, CANTALOUPE YOGURT, TOAST/JELLY L CHIX SAND, CC, VEGGIE BLEND, MIX FRUIT S PUDDING/WAFFLE	9B CORNFLAKES, BAGEL, STRAWBERRY, YOGURT L HAM HD, PINEAPPLE, CC, JELLO/JUICE, PEAS S CAMPING BEARS/MILK	10B KIX, BANANA, MUFFIN, CC L HAMB GRAVY/POTATO SALAD, WMELON, BUN S APPLES/PB	MILK SERVED WITH ALL MEALS
14B TRIBAL HOLIDAY ECC CLOSED	15B RICE CRISPIES, BERRIES, MUFFIN L CHIX, RICE, PEAS, YOGURT, APPLES S CRACKERS/CHEESE	16B HBOATS, MANGO, TOAST, JELLY L PIZZA, SALAD, CORN, PINAPPLE, CC S YOGURT/BERRIES	17B CHEERIOS, BANANA, BAGEL, PB L BBQ POTATO NACHO, TROP FRUIT, CC, VEG/DI S JUICE/PRETZELS	MENU SUBJECT TO CHANGE
21B MALTO MEAL, CINN TOAST, BERRIES L KIELBASA/KRAUT, PEA/CARROT, PEARS S PEACHES,CC	22B CHEERIOS, BANANA BR., APPLES L HAM/POT SOUP, VEG/DIP, BR STICK, MANGO S COOKIE/MILK	23B CORNCHEX, OJ, TOAST, PEARS, PB LCHEZZBRG, BEANS, WMELON, POT SALAD S JELLO/CRACKERS	24B KIX, MUFFIN, HONEYDEW, YOGURT L BBQ CHIX, CARROTS, RICE, PEACHES, CC S SMOOTHIE/CHIPS	
28 ECC CLOSED MEMORIAL DAY	29B PANCAKES, BLUEBERRIES, YOGURT L CHICKEN, RICE, HONEYDEW, BROCC S CHEESE/CRACKERS	30B HBOATS, STRAWBERRIES, BAGEL L HAMB HD, PEARS, CORN, SALAD S FIREFIGHTERS LADDER	31B RICE CRISPIES, PEACHES, CC, ENF MUFF L PORK CHOP, CRANBERRIES, RICE, GR BEANS S MINI PIZZA/JUICE	

Red Cliff Early Childhood Center

88385 Pike Road (Mailing)

89830 Tiny Tot Drive (Physical)

Bayfield, WI 54814

715-779-5030

715-779-5046 (Fax)

www.redcliffecc.org

www.redcliffecc.org

715-779-5030

ALICIA DEPERRY	245
AMBER HANSON	235
AMBER LAGREW	241/242
ASHLEY PETERSON	221/0
AUNA BRESETTE	257
BETH DAHL	245
BETTE BONNEY	222
CINDY GARRITY	238
DAVID BOYD	0
DAWN DERAGON	225
DAWN NIXON	248
DEE GOKEE-RINDAL	249
DIANN VIATER	240
DONNA FISCHER	0
FRED PILLINGER	224
GENA MERTIG	236
GINA LAGREW	255
JAMIE GOODLET-KING	224
JENNIFER LEASK	246/247
JUDY LUDWIG	252
JULIE ERICKSON	246/247
KAREN GOODLET-NEWAGO	244
KATY BUTTERFIELD	225
KEITH KETELSEN	0

KIM GORDON	251
LAVONNE GOSLIN	250
LINDA PARENT	245
LORI DUFFY	229
LORINE SPINNER	229
MARIANNE SZOT	227
MARVIN MORRIS	0
MARY MOOSE	228
MARY SAARI	234
MAUREEN EKELUND	258
MIKE LAGREW	0
NADINE CADOTTE	241/242
NANCY NEWAGO	0
NICKY GURNOE	243
NICOLE BOYD	253
PATSY GORDON	240
PATT KENOTE-DEPERRY	256
REGGIE CADOTTE	233
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