

# Iskigamizige-Giizis (Maple Sugar Moon) April 2016



## Red Cliff Education Division Newsletter



### Red Cliff Education Fair

Please Join us for a day of education. Education means many different things and is available to everyone of all ages. The Red Cliff Education Division along with other agencies both local and non-local will come together to provide resources to the community. This event is free and open to the public. The fair will be on April 22, 2016 from 10:00 am to 1:00 pm at the Legendary Waters Resort and Casino Convention Center. If you have any questions about this event, please contact Cindy Garrity (ext. 251) or Jennifer Defoe (ext. 252) @ 715-779-5030.

*What does education mean to you?*



### Week of the Young Child April 11th - 14th

The Week of the Young Child™ is an annual celebration sponsored by the National Association for the Education of Young Children (NAEYC) celebrating early learning, young children, their teachers and families. To celebrate, our center will have fun themes each day of the week.

**Monday: Crazy Hat Day    Tuesday: Backwards or Inside out day**

**Wednesday: Wear as many colors Day    Thursday: Pajama Day**

#### Inside this issue:

ECC/Community Events  
Calendar

Classroom update

Upcoming Events

Health/Safety

School Readiness

Money Smart in Head Start

Spring Cleaning Guide

Nutrition

Employment Opportunities

Menu

#### Special points of interest:

- Bayfield Early Release @ 12:45 April 1st
- Pre-K Pizza Night 5-6:30pm @ Bayfield School
- Home Base Social April 8th 10am-Noon @ ECC
- K-Bound Enrollment/ Exploration Day @ Bayfield School April 13th and 14th
- Red Cliff Education Fair April 22nd 10am to 1pm @ LW Convention Center
- Bayfield Pow wow 5pm-feast, starts at 6pm April 22nd.
- Bayfield Shadow Day April 28th
- Bayfield Early Release @ 12:45pm April 29th



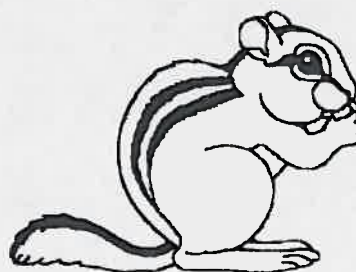
# Iskigamizige-Giizis (Maple Sugar Moon) April 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Bayfield Early Release @ 12:45	2
3	4 WIC Pick Up  Tribal Council mtg	5 *WIC Pick Up *GED 10-1pm @ RC Library *Spring Elections 	6 Jom Mtg 4pm @ Admin	7 *Community Planning mtg 1pm @ ECC *Pre-K Pizza night 5-6:30pm @ Bayfield *Language Table	8 Home Base Social 10 - Noon	9
10 <i>Week of the Young Child, each day a different theme</i>	11 WIC Pick Up  <b>Crazy Hat Day</b>  School Board	12 WIC Pick Up  <b>Backwards/inside out Day</b>  *GED 10-1pm @ RC Library	13 Kindergarten Enrollment and Exploration Day @ Bayfield School  <b>Wear as many colors day</b>	14 *Policy Council 12:30 @ ECC *Kindergarten Enrollment and Exploration Day *PJ Day *Language Table	15	16
17	18	19 *GED 10-1pm @ RC Library  Tribal Council mtg	20 Housing Board	21  Language Table	22 Education Fair 10am to 1pm @ LW Convention Center *Bayfield Powwow feast 5, starts at 6pm	23
24	25	26 *GED 10-1pm @ RC Library	27 Resume Building Workshop Morning 9am and Afternoon 12:30pm @ LW	28 Bayfield Shadow Day  Language Table	29 Bayfield Early Release @ 12:45	30

## Agongos

Home Based April News



We will continue with working on the goals you have set for your children. We are working on more ways to use

Anishinaabemowin in our lesson plans so that your children can hear it around the house.

We will be bringing in the fun PAT activities as well as some spring-themed activities!



Mino Diibishkaan!  
(Happy Birthday)

**Pamela Albert** 4/04

**Emmet LaFerniar** 4/11

## Aaniin ezhiwebak!

### *What's Happening!*

- \* Language Table Thursday nights @ ECC
- \* Home Base Social 4/08, 10am-noon!
- \* ECC Education Fair from 10am-1pm at  
Legendary Waters on April 22nd

Miigwech!

• Haley ext. 236

• Amaris ext. 238





# Waabooz Room

Ziigwan is here! We have been watching for signs of spring; watching the lilacs bud and sugar sap flow. We are work on our own Ojibwe words describing tapping and gathering.

- Ojibwe words we are getting to know is sharing-Mada'ookii, gather and sap Nadoobii.

We are doing a lot in the Waabooz room such as eating with our spoons, drinking from a open cup, dumping and cleaning our plates and painting.

Thanks for the extra time that our parents spent with our home visits, we really appreciate our families and all they do for us in our room.

Judy and Teresa



# Amik Room

April 2016

Boozhoo from the Amik Room. March was a busy month and we hope you had a great Spring Break and Easter. Hopefully Spring is here to stay!

Spring, Earth Day, reducing, reusing and recycling are our classroom themes for the month. Among other things we will be talking about the foods we eat, the foods we can make and the foods we can grow.

We will be making our own ice cream and baking bread from scratch. Also, we will be starting our garden seeds which we will later plant in recycled container(s) on the playground. With any luck we will be eating and sharing from our garden before the school year is over.

We have been working on weather awareness and Spring can be a muddy month here. We plan to explore the school forest, so do remember we are likely to get dirty...

Most Importantly, Kylie is also going to have a Birthday this month and we look forward to a Classroom celebration!

We look forward to a Great April and Spring trimester, Ms. Maggie and Mr. Fred



# Remember our Earth and our lakes

The Makwa class is excited to say this month we are learning about recycle reusing materials to use in a daily basis. We plan on planting some plants in the classroom. We are learn about our earth and our lakes on how to protect them from becoming a bad environment. We can't wait till all of our snow is gone so we can dig in the ground.

Thanks

Tara





# ESIBAN NEWS



APRIL 2016

## NEWS AND PLANS

Wow can you believe it is already April?! We are learning about grocery stores and Reduce, Reuse and recycling.

If your child has mud boots please send them to school. our playgrounds are very muddy!

MIIGWECH FOR SINGING IN  
everyday!!

## Reminders

- 4/22 ECC Education Fair
- Language Table every Thursday night @ ECC 4-7

## OJIBWEMOWIN

- Ahiin wzhwebak agwajing— what's happening outside
- Noodin—windy
- Gimiwaan—rain
- Agwajing izhadaa— lets go outside

## What we are DOING

Walter— matches shapes

Layla— retells stories

Melvin— sings open and shut them

Tate— retells the story 'Lama Lama Red Pajama'

Elizabeth—enjoys large motor

Emma— uses imaginary play

Mika— can do a summersault

Kendall— zips her jacket





**SPECIAL POINTS  
OF INTEREST:**

- Lesson plans
- Language table
- ECC education fair
- Kindergarten
- Extra clothes

**About Us!**

Serenity knows all the letters.

Makoons can follow multi step directions.

Kenyon writes his name.

Bradum likes to build with legos.

Memphis likes to help everyone.

Keagan likes the dinosaur area.

Charlotte likes to dress up.

Bella likes the art area.

Leiam can write his name.

Manuel likes to build with the big blocks.

Henry knows what the author and illustrator mean.

Delilah likes to play with the babies.

Silas likes the play-doh.

Iiahnna likes the water table.

Jaxin knows the letters and numbers.

Zaiden knows sounds of the letters and his numbers.

# Mashkodebizhiki

KAREN & JULIE

APRIL 2016

## LEADING NEWS



This winter hasn't been too bad but we are looking forward to warmer weather. The children had a great time going to the hall twice a week but as of April we will be using the outside playground and large motor room. Also, we've missed pow wow and are ready to get back to drumming, singing and dancing.

For this month, we will be focusing on Earth Day. Reduce, Reuse and Recycle, along with Community Workers.

The children learned about trees, sugar bush and dream catchers last month. Thanks to all that participated in the sugar bush.

A huge "shout out" to Mr. Terry for taking us out on our field trips! MIIGWECH!!

### **REMINDER:**

There was flyer that went out about kindergarten visits for April and May. Pizza Night, Exploration day, Enrollment, touring the school and lunch are all about preparing your child for next fall.

Contact LUCY MEIEROTTO at 779-3201 x 142 to set up a screening.



## APRIL...What's Happening?

The ECC Education Fair is Friday, April 22. Please watch for flyers.

**REMINDER:**  
Make sure your child has extra clothes here (some may be quite small now).

Also, it is very wet out so please continue to bring in boots and snowpants daily.





# MAINGAN CLASSROOM



## "WARM WEATHER BRINGS SPRING FLOWERS"

**Cultural Language:** Monthly calendar, counting 1-31, what month is it  
"Bebookwedaagime-Giizis", what's the weather like outside, and color's.

**Cooking:** garden snacks


**Math:** counting by 5's sunny days, bug patterns.

**Music & Movement IMIL:** Dancing in the rain, ballet dancing truck driver and trees and leaves.

**Art:** painting flowers using mud, hands, and brushes.

**Dramatic Play:** Community workers hats and dress-up

**Fine Motor:** Lego's, counting cubs, crayons, markers,

Mother's Day 



Earth Day activities, Fire Truck, trash clean-up around ECC, field trip to Frog Bay, walk for fiddle head ferns in forest, Week of the Young Child (Crazy Hat day).

**REMINDER:** Classrooms will going outdoors a lot so, please send children with the right gear to keep them warm and dry.

Ms. Alicia & Ms. Patsy

# ISKIGAMIZIGE GIIZIS

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## Maiingan Room

This month we are going to be working on our turn taking, name recognition, writing our first and last names, fine motor skills, being a good friend, number recognition, community helpers, and recycling.

We encourage our families to **please SEND appropriate clothing for the weather.** We like to play outside, and get dirty while we explore outside environment. So extra clothes, mud boots, rain coats, and warm clothes are needed for our outdoor time.

**Our classroom starts daily at 8am to 2pm.** We like to have notice by phone, or online if your child isn't going to be present for the day, if your child isn't here by 9am we wont expect them for the day.

Attendance is very important to us, we really want your child here with us daily, we like to help keep your child's day at school productive, and teach them what they need to while at school, so please work with us and send them daily. Miigwech for your co-operation and understanding through the school year!!!

Miigwech,  
Ms. Patsy, Ms. Alicia

# **Migizi Room**

**This month we will be learning about Earth day, community workers, the reduce, reuse, and recycle study, and talk about touching we will be focusing on personal safety (safe and unsafe touches).**

**With the weather being unpredictable please make sure your child is dressed accordingly to the weather.**

**Thanks for all the parents who participated in the parent teacher conferences. Home visits are just around the corner!**

## **Reminders**

**Kindergarten bound children there are 2 enrollment days at the Bayfield school please make sure you have a day and time set up (April 13 & 14).**

**The week of the young child in April 10-16**

**Monday is crazy hat day**

**Tuesday is backwards/inside out day**

**Wednesday is wear as many colors as possible day**

**Thursday pajama day**

**Any questions please feel free to contact us 7157795030 ext 240**

**Miss linda & miss diann**



# MARCH ATTENDANCE

## 2016

*Congratulation to this Month's Winners for perfect attendance.*

*Early Head Start Mertell Bender*

*and*

*Head Start Manuel Smart*



*In the Early Head Start we had a total of 8 out of 32 students that met the perfect attendance requirement.*

<i>Waabooz</i>	<i>2 Children</i>
<i>Amik</i>	<i>1 Children</i>
<i>Makya</i>	<i>1 Children</i>
<i>Esiban</i>	<i>4 Children</i>

*In the Head Start we had a total of 25 out of 50 students that met the perfect attendance requirement.*

<i>Migizi</i>	<i>9 Children</i>
<i>Maiingan</i>	<i>6 Children</i>
<i>Mashkodebizhiki</i>	<i>10 Children</i>



*Keep up the great work parents.....*

*Family Service Staff*

# Week of the Young Child

The week of the Young Child is April 10th -April 16th. In recognition of this week, we would like to do some fun activities at school! Each classroom may have their own activities planned, but we would like to plan some fun days to get everyone to participate!!

**Here is how all classrooms can participate:**



**Monday, April 10th: Crazy Hat Day**  
(wear your favorite hat)

**Tuesday, April 11th: Backwards/Inside Out Day**  
(wear your clothes backwards, inside out or both)



**Wednesday, April 12th: Color Day**  
(wear as many colors as you can)

**Thursday, April 13th: Pajama Day**  
(wear your pajamas to school)





## Welcome to Our New Bayfield Trollers 2016-2017 Kindergarten Students

Dear Students and Parents;

The Staff at Bayfield Elementary have scheduled several opportunities for you to come to Bayfield Elementary as you prepare for Kindergarten. Parents please mark your calendars. You will be our guests for the Pizza Night and Lunches.

**\*Thurs., April 7, 2016** Parents and Pre-School Students Pizza Night. 5:00 -6:30 pm

**\*Wed., April 13, 2016** Kindergarten Enrollment and Exploration Day

**\*Thurs., April 14, 2016** Kindergarten Enrollment and Exploration Day  
\*Parents are asked to call **Lucy Meierotto** at **779-3201 Ext. 142** to set up a screening date and time.

**\*Wed., May 4, 2016** Students will come with the ECC and FF staff to tour the classrooms and have recess and lunch at Bayfield Elementary. 9:45-11:30 am.

**\*Fri., May 20, 2016** Students Recess 10:20-10:50am  
Parents and Students Lunch 11:00-11:30 am in the cafeteria.

**Summer Kindergarten Readiness:** August 1-4 and August 8-11, 8:00-12:00pm.  
School Bus Transportation will be provided on Red Cliff route. Please attend both weeks!  
Registration for the summer program will be at Kindergarten Enrollment Exploration Day.

We look forward to seeing you at all these fun events.

*Sandra J. Raspotnik*

Sandra J. Raspotnik,  
Director of Pupil Services  
K-5 Elementary Principal





# **ANNUAL TITLE VII PUBLIC HEARING NOTICE**

The School District of Bayfield will be conducting their Annual Title VII Public Hearing on Friday, April 22, 2016, 11:00 a.m. at Legendary Waters Resort and Casino, 37600 Onigamiing Drive, Bayfield, WI. All Red Cliff parents are invited.



## **Help our community and become a Child Care Provider!!**

***Summer time is coming, and a lot of our families and friends are going to be looking for child care providers. Help them out! Stop by Family/Human Services and talk with Mallory Andrews, the Child Care Coordinator, to start your application!***

### **Reasons to become a Child Care Provider:**

1. You have a passion for working with children
2. Enjoy being your own boss, and set your own hours
3. Enjoy working from home
4. Helping other parents and community members
5. Teaching, and learning from, children who may need a slower environment than a Child Care Center
6. Support to those parents who are working different shift hours than that of the hours of a Child Care Center
7. Providing care to children with needs that may exceed the care provided at Child Care Centers
8. Enjoy working with a smaller group of children than a Child Care Center

***Note: More parents are looking for private providers, working from their own homes, because they feel that another house is a safer and healthier choice than Child Care Center.***



# DAYCARE CLOSEOUT GIVE-AWAY!



Saturday  
April 9<sup>th</sup>  
9am-1pm



Bethesda Lutheran Church  
basement  
109 S. 6<sup>th</sup> Street Bayfield

Our daycare center has closed and we have many, many items that have to go! Cribs, swings, children's tables with chairs, rocker/gliders, cubbies, outside toys, inside toys, stuffed toys, arts & crafts, books, cots, decorations and so much more. Donations accepted.



# **Strengthening Families**

*Parenting classes for community families*

*Strengthening Parenting Skills - Address Parenting concerns*

*Empower Healthy & Culturally Rich Families*

## **6 Weekly Sessions**

**Dates: April 6, April 13, April 20, April 27, May 4 and May 11**

**Times: 5pm to 8pm**

**Location: Red Cliff Community Health Center**

- **Transportation will be provided upon request. Please contact Jennifer Boulley at 715.779.3707 ext. 2268 to make arrangements**
- **Child care will be provided on site - please contact Jennifer Boulley to identify your childcare needs prior to March 25, 2016**
- **A light dinner meal will also be provided for each session**

## **Registration Information**

**Now accepting open registration for all families, parents, grandparents, extended family members, care-givers, guardians, and foster parents**

**Please call Jennifer Boulley to sign up  
715.779.3707 ext. 2268**

**20 participant slots are available for 10 women and 10 men  
*First Come, First Served***

**In order to hold parenting classes we need a minimum of 10 participants to register**



## Notice Community

The Tribal Chairman and Vice Chairman's

*After Hour Session* with community members is scheduled for

### Thursday, April 14, 2016

4:30 p.m. until 6:30 p.m. at the Tribal Administration Office.

If you would like to schedule a time to meet with Bryan & Nathan

please call: 715-779-3700 ext.: 4227 or email:

[jean.gordon@redcliff-nsn.gov](mailto:jean.gordon@redcliff-nsn.gov)

We will also accommodate walk ins.

Any questions, please call Jeanne Gordon, at

715-779-3700 ext. 4227



# Young Explorers Spring Science Day



## *Northern Great Lakes Visitor Center*

Monday, April 18, 2016  
12:30 – 3 pm



***Awakening from Winter Slumber:  
Follow animal tracks and see other signs of spring!***

**Makwa Trax:** Plants and animals are waking up while others have been active all year long. Young explorers will walk the Center's trail to discover their secret lives and how they are connected to each other and us!

**Water Dragons:** Learn how life springs from the ponds at the Visitor Center and meet some of the animals like "water dragons" that call these ponds their home.

**H2O Where Does it Go?** Rain, Rain, where do you go? How do you travel? Where does pollution go? Explore the paths of water that carry pollution.

**Tree Detectives:** Identifying trees and shrubs without their leaves can be tricky! Learn the basics of tree I.D. and how to use a dichotomous key.



***Rain or Shine! Dress  
for the outdoors and  
wear rubber boots.***



For information, call Susan Nelson at  
(715) 685-9983 or e-mail [sbnelson@fs.fed.us](mailto:sbnelson@fs.fed.us)



# 8<sup>Th</sup> Annual Bayfield School Pow-Wow

## "Honoring our Youth"

**Friday April 22<sup>nd</sup>**

***Feast 5pm - Bayfield School Cafeteria***

***Grand Entry 6pm - Bayfield School Gym***

**SAVE THE DATE**



**Arts and crafts vendors welcome, maximum of ten spots,  
First come first serve!**

**Ambe Omaa! Come here, to celebrate our youth, good weather and mino-bimaadiziwin(the good life),with our community.**

**For more information; or to sign up to reserve a vendor spot, Contact OLRG Advisors**

**Kasie Gokee or Richard Lafermier at 715-779-3201 ext 420 [kgokee@bayfield.k12.wi.us](mailto:kgokee@bayfield.k12.wi.us)**



**13TH ANNUAL  
ASHLAND ELKS LODGE 137  
ASHLAND AMERICAN LEGION POST 90  
BAYFIELD AMERICAN LEGION POST 49**

**ANN MORAN  
STAR SPANGLED BANNER  
MUSIC COMPETITION**

**SUNDAY - APRIL 24, 2016 - 1:00 PM  
UNITED PRESBYTERIAN CONGREGATIONAL CHURCH  
214 VAUGHN AVENUE - ASHLAND**

Ashland Elks Lodge 137, Ashland American Legion Post 90, and Bayfield American Legion Post 49 will be offering a \$500.00 (first place) and \$100.00 (second place) award to any student in grades 9-12 interested in performing a vocal solo of the traditional rendition of the Star Spangled Banner. The following high schools are invited to compete; Ashland, Bayfield, Butternut, Chequamegon, Drummond, Hurley, Mellen, Mercer, South Shore, and Washburn.

The first place winner of the competition will be invited to perform the Star Spangled Banner at the Ashland Elks Youth Awards Banquet and the Ashland Chequamegon Veterans Memorial Day Service. The winner will receive the award at the Youth Banquet and will be a dinner guest along with his/her parents or guardians.

Any student may participate and it is not required that he/she belong to a school music program. A panel of judges consisting of local music professionals will score the informal competition.

Questions, contact: John Moran - 715.682.4329, Susan Noskoviak - 715.682.5365, or Nancy Brown - 715.373.5360

# Resume Building Workshop



**WHERE:** Legendary Waters Casino Event Center

**WHEN:** April 27, 2016

**TIMES:** 2 Workshops

**Morning:** Breakfast at 8:30 am

Morning session will begin at 9:00 am

**Afternoon:** Lunch at 12:00 pm

Afternoon session will begin at 12:30 pm

This workshop is to help prepare a resume with assistance from **CEP Program** and **Job Service**.

Each session is about 2 hours long, and you will leave with a thumb drive and a completed resume.

Sponsored by

Red Cliff TANF Program







## Vegetable Diseases

If you've ever grown a vegetable garden you've probably had plants succumb to plant diseases. Join Dr. Brian Hudelson, director of the University of Wisconsin Plant Disease Diagnostic clinic for a discussion on common vegetable diseases. Topics covered will include identification of plant diseases, ways to avoid diseases in the future and much more.

**Friday April 29, 2016**  
**Northern Great Lakes Visitor Center**  
**9:00 am**

**UW**  
**Extension**

University of Wisconsin-Extension

An EEO/Affirmative Action employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program or activity for which it is needed.

Requests will be kept confidential

# Kids Fishing Day



## Northern Great Lakes Visitor Center

Saturday, June 4, 2016

9 am—1 pm

Ashland, Wisconsin

**Fishin' &  
Fun for  
Families!**



**Rods, Reels, &  
Bait Provided!**

**Free Lunch!**

**Games & Prizes!**



  
**Northern Great Lakes  
VISITOR  
CENTER**



Located on U.S. Hwy. 2, just 2 miles west of Ashland, WI

715-685-9983

[www.nglvc.org](http://www.nglvc.org)





# Aspire Martial Arts Beginners Program

## How Can Martial Arts Benefit You?

- Build Confidence
- Teach Self-Discipline
- Realize the Importance of Goal Setting and Personal Achievement
- Reduce stress, build strength and improve flexibility, balance,



**Youth, Adults and Families Are  
ALL Welcome**

**Call 779-5408 to SIGN UP TODAY!**

**April 13-May 11**

Wednesdays from 5-6pm and Saturdays  
from 10-11am

**Cost \$45**

Includes: Uniform, Belt, T-shirt, 8 classes  
and First Belt Promotion!



**Financial Scholarships are Available**

Call the Rec Center at 779-5408 or stop by to sign up

Visit [www.aspiremartialarts.org](http://www.aspiremartialarts.org) or LIKE us on Facebook for more details on classes

# Red Cliff GED/HSED & Adult Education



WISCONSIN  
INDIANHEAD  
TECHNICAL  
COLLEGE

# APRIL 2016

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<p><b>Open Enrollment:</b> Students can enroll in class anytime throughout semester.</p>						
3	4	5 <b>Class Today</b> 10:00-1:00	6 <b>GED Testing Today Ashland</b>	7	8	9
10	11	12 <b>Class Today</b> 10:00-1:00	13 <b>GED Testing Today Ashland</b>	14	15	16
17	18	19 <b>Class Today</b> 10:00-1:00	20 <b>GED Testing Today Ashland</b>	21	22	23
24	25	26 <b>Class Today</b> 10:00-1:00	27 <b>GED Testing Today Ashland</b>	28	29	30

**FOR MORE INFORMATION** Contact WITC Ashland

**715-682-4591**

Ext. 3118 - Sue Hopkins [sue.hopkins@witic.edu](mailto:sue.hopkins@witic.edu)

Ext. 3430 - Theresa Beckman [theresa.beckman@witic.edu](mailto:theresa.beckman@witic.edu)

or

Krystle Topping Red Cliff Education Director [krystle.topping@redcliff-nsn.gov](mailto:krystle.topping@redcliff-nsn.gov)  
(715) 779-3700





April 2016

# Red Cliff Elderly Menu

*All Meals Subject to Change without notice*

*All Meals Served with milk*

Mon	Tue	Wed	Thu	Fri	Sat
				1 Macaroni & Cheese Broccoli Hotdogs/Buns Pumpkin Bars	2 Sack Lunch Ground Bologna String Cheese Orange
4 Beef Stew Biscuits Salad Pear	5 Polish Sausage/Bun Baked Beans Fruit Salad	6 Beef Roast/Gravy Mashed Potato Green Beans J-ello with Mixed Fruit	7 Bean Soup Broccoli/Cauliflower Cornbread Peaches	8 Taco Salad with Chips Pineapple Upside Down Cake	9 Sack Lunch Turkey & Cheddar Carrot Sticks Apple Sauce Chips Banana
11 Meatloaf Baked Potato Cole Slaw Mandarin Orange	12 Chicken Noodle Soup Lug Bread Banana	13 Spaghetti, Meat Sauce Green Beans Cottage Cheese Peaches	14 Ham & Gravy Mashed Potato Mashed Rutabaga Tossed Salad Bread	15 Breakfast French Toast Sausage Scrambled Eggs Apple Sauce	16 Sack Lunch Beef & Provolone Broccoli/Dip Fruit Cocktail
18 Chili Mac Cornbread Pears Pudding	19 Fish Boiled Potato Cole Slaw Dinner Roll J-ello w/fruit	20 Rueben Sandwich Sweet Potato Fry Banana	21 Beef Roast Mashed Potato/Gravy Peas & Carrots Cake	22 Salmon Patty's Boiled Red Potato Tossed Salad Melon	23 Sack Lunch Ham & Cheese Cream Cucumber & Onion Salad Apple
25 Tater tot Casserole Marble Bread Peaches	26 Pasta Salad Brat/Bun Baked Beans Peas Pear	27 Beef Stir-fry Rice Bread Fruit Salad	28 Scallop Potato/Ham chunks Roasted Carrots Cookie	29 Baked Chicken Mashed Potato/Gravy Cranberry Sauce Dinner Roll Pineapple	30 Sack Lunch Tuna Salad Chips Carrot Sticks Grapes

# April 2016 Elder Month of Events



*Friday April 8th - Ashland Shopping leave at 9am*

*Monday April 18th - Ashland Shopping leave at 9am*

*Thursday April 21st - Corny Day Trip leave at 9:30am*

*If interested in attending any of these events, please feel free to  
call Nutrition Center to sign up. 715-779-3746 Miiqwech*

*We hope to see you!*

# Red Cliff Library

**Located at Tribal Administration Building**

## **Hours of Operation**

<b>Tuesday</b>	<b>2:00-7:00pm</b>
<b>Wednesday</b>	<b>2:00-7:00pm</b>
<b>Thursday</b>	<b>2:00-7:00pm</b>
<b>Friday</b>	<b>2:00-7:00pm</b>

**(715) 779-3766 Direct line to Library**  
**88455 Pike Road**

**Computers, on-going workshops, largest Native  
collection in surrounding area...**





# News from the Red Cliff

Library:



Ginanda



Gikendaasomin

We Seek To Learn

We will be starting to make moccasins and regalia. We will be meeting all of April, Tuesdays and Wednesdays from 2:30 to 6:00.

If you are interested and dedicated to showing our youth that we want to lead by example connect Nancy Newago at the library, 715-779-3766. Snacks will be provided.

All are welcome to come and share a good time.



## **2016 Election Timeframes**

<b>Monday April 4, 2016</b>	<b>Regular Council Meeting, appoint Election Board (No later than 30 days prior to election, RCCL 32.2.3)</b>
<b>Wednesday April 6, 2016</b>	<b>Deadline for candidates for Tribal Vice-Chair and Secretary (30 days prior to Primary Election, Art. IV, Sec 2)</b>
<b>Tuesday April 19, 2016</b>	<b>Certification of candidates for Primary Election at regularly scheduled Special Council Meeting. (See note 1.)</b>
<b>Tuesday April 26, 2016</b>	<b>Posting for Primary Election Officer Candidates. (10 days prior to Primary Election, Art. IV, Sec 2)</b>
<b>Friday May 6, 2016</b>	<b>Primary Elections. (60 days prior to General Election, Art. III, Sec 3)</b>
<b>Monday June 20, 2016</b>	<b>Deadline for At-Large candidates to announce candidacy. (2 seats open) (15 days prior to General Election, Art. IV, Sec 2)</b>
<b>Tuesday June 21, 2016</b>	<b>Certification of candidates for General Election at Special Council Meeting. (See note 1)</b>
<b>Friday June 24, 2016</b>	<b>Posting of candidates for General Election. (10 days prior to General Election, Art. IV, Sec 2)</b>
<b>Tuesday July 5, 2016</b>	<b>General Election (1<sup>st</sup> Tuesday after the 1<sup>st</sup> Monday in July, Art. IV, Sec 1)</b>

**Note 1: There is no time requirement for certification of candidates prior to primary or general election contained within the Tribe's Constitution. As a result, this simply should be done sometime prior to the posting requirement (10 days before the election).**

**Council Approved: March 7, 2016**

## Woods

I part the out thrusting branches  
and come in beneath  
the blessed and the blessing trees.  
Though I am silent  
there is singing around me.  
Though I am dark  
there is vision around me.  
Though I am heavy  
there is flight around me.

~From TRAVELING AT HOME  
by Wendell Berry



Meet and Greet  
classical yoga instructor,  
Margaret Hahn  
Friday, April 1<sup>st</sup>, 8:00 - 9:00 am  
Red Cliff Community Health Center

This will be an introduction to the  
classes Margaret will be teaching  
bi-weekly April 22<sup>nd</sup> - July 1<sup>st</sup>

Questions, email Will at  
[will.tillmans@redcliff-nsn.gov](mailto:will.tillmans@redcliff-nsn.gov)

Yoga Classes



# Looking for Native Youth Artists!

The Administration for Children and Families (ACF) needs a cover design for our upcoming Native American Grantee meeting. This year's meeting theme is:

## Native Empowerment Pathways to the Future

ACF is a government agency funding programs such as Head Start, Low Income Home Energy Assistance Program (LIHEAP), Temporary Assistance for Needy Families (TANF), Child Care, and Child Welfare.

Native communities are challenged by Human Trafficking, Domestic Violence, Homelessness, lack of jobs, historical trauma and many more factors contributing to poverty. ACF programs can help communities find a way to address these challenges.

**We would like you to visually represent healthy and safe communities.**

The winner will be invited to attend the meeting as a special guest, which is being held at the Paragon Casino and Resort, Marksville, LA from June 21-23, 2016.

All submissions will be displayed at the meeting.

Submit your artwork by **May 1, 2016** to [anacommissioner@acf.hhs.gov](mailto:anacommissioner@acf.hhs.gov) or by mail to the Administration for Native Americans, 330 C Street, SW, MS-4126, Washington, D.C. 20201.

*For more information, please contact ACF's Administration for Native Americans at 1-877-922-9262 or [anacomments@acf.hhs.gov](mailto:anacomments@acf.hhs.gov)*

# Learn How to Speak Ojibwe!

Come learn how to speak Ojibwe with us at our weekly language tables!

We start at 4:30 with some traditional side-step songs and have a traditional “pot-luck” style feast at 5:00!



Bring a dish to pass!



**Lessons are for beginning and advanced learners!**

- |                     |                                 |
|---------------------|---------------------------------|
| <u>Where is it:</u> | ECC Large Motor room            |
| <u>When is it:</u>  | Every Thursday from 4:30 – 7:00 |
| <u>What is it:</u>  | ECC Ojibwe Language Tables      |

Who to call for more information: Reggie Cadotte 715-779-5030 ext 233

Child Care is available for children Kindergarten age and younger by calling:  
Kim Gordon 715-779-5030 ext. 251



# NORTHWEST REGIONAL HOUSING PROGRAM

Ashland County

Bayfield County

Burnett County

Douglas County\*

Iron County

Price County

Rusk County

Sawyer County

Taylor County

Washburn County

## Rehabilitation Projects

- Roofing
- Siding
- Heating
- Electrical
- Insulation
- Foundation
- Windows & Doors
- Sewer & Water Laterals
- Handicapped Accessibility
- Well & Septic



## Homebuyer Assistance

- 50% Down Payment
- Closing Costs



## Eligibility

To qualify for the program, a household must meet the income limits established by the U.S. Department of Housing & Urban Development.

### 2015 HOUSEHOLD INCOME LIMITS

Ashland, Bayfield, Burnett,  
Iron, Price, Rusk, Sawyer,  
Taylor, & Washburn Counties.....Douglas County

\$34,200 .....	1 Person .....	\$35,750
\$39,050 .....	2 Persons .....	\$40,850
\$43,950 .....	3 Persons .....	\$45,950
\$48,800 .....	4 Persons .....	\$51,050
\$52,750 .....	5 Persons .....	\$55,150
\$56,650 .....	6 Persons .....	\$59,250
\$60,550 .....	7 Persons .....	\$63,350
\$64,450 .....	8 Persons .....	\$67,400

Total household income shall include all income sources from all members of the household who are at least 18 years of age (except full-time students under 22 years of age).

Household size includes all full-time household members, foster children, and other minor children who reside in the household for more than 50 percent of the year.

\*Residents of the City of Superior are ineligible to apply for funding assistance due to the city's "entitlement" status.

CONTACT KIM GIFFORD, HOUSING SPECIALIST, 715-635-2197 FOR QUESTIONS AND TO SEE IF YOU ARE ELIGIBLE!

## Housing Activities

The Housing Program benefits Low- and Moderate-Income (LMI) households needing to make home improvements or wishing to purchase a home. Northwest Regional Planning Commission administers the Regional Nine-County Housing Program.

### OWNER-OCCUPIED REHABILITATION

The program will provide rehabilitation assistance to LMI owner-occupied housing units. Financial assistance to eligible owner-occupied households will be in the form of a zero percent interest, deferred payment loan, secured by a mortgage until the unit ceases to be the borrower's principal place of residence. The property must be titled in the owner's name, taxes must be current, and the property must be insured against direct loss or damage. Homes under life estates and land contracts are eligible.



### RENTER-OCCUPIED REHABILITATION

The program may provide funds for the rehabilitation of LMI renter-occupied units with zero to three percent interest, installment loans over ten years.

### HOMEBUYER ASSISTANCE



The program will provide assistance to eligible households that are renting and seeking assistance to purchase a home. The Homebuyer Opportunity Program will provide closing costs and up to 50 percent of the down payment to eligible clients. Eligible closing costs include: loan origination fees, loan discount points, appraisal costs, credit report, title search and preparation charges, transfer fees, and recording costs. Terms for financing are the same as owner-occupied rehabilitation.

### HANDICAPPED ACCESSIBILITY

Funds may be used for accessibility modifications to a dwelling unit occupied by an LMI person who is physically handicapped. Typical modifications include: ramps, grab bars, accessible shower stalls, wider doorways and hallways, and the installation of door handles, in place of door knobs.



#### Contact Information

Kimberly Gifford  
Northwest Regional Planning Commission  
1400 S River Street  
Spooner WI 54801

Phone: 715-635-2197  
Fax: 715-635-7262  
Email: kgifford@nwrpc.com

# Get the Facts About ORAL HEALTH

Many myths about the oral health of pregnant women, infants, and young children exist. Get the facts here!



## Visiting the dentist is safe during pregnancy.

Staying healthy during pregnancy includes having a healthy mouth. This means seeing the dentist during your pregnancy and getting follow-up care as needed.



## Women do not get cavities just because they are pregnant.

During pregnancy it is important to take care of your teeth. When pregnant, every woman should eat healthy foods that are low in sugar, brush with fluoride toothpaste, floss, and visit the dentist regularly.

## Taking care of baby teeth is very important.

Children need baby teeth (also known as primary teeth) to chew and speak clearly. Baby teeth also make space for adult teeth. Take care of baby teeth by brushing them with fluoride toothpaste twice a day.



## Never share your toothbrush with another person.

Sharing toothbrushes can spread the germs that cause cavities. It is important to replace toothbrushes when the bristles become frayed or after sickness.



## Bleeding gums are not caused by brushing.

They are caused by gum disease. Protect against gum disease by brushing with a soft-bristle toothbrush, flossing, and visiting the dentist regularly to help keep your teeth and gums healthy.



## Fluoridated water is safe.

Fluoride in tap water keeps teeth strong. Drink fluoridated water and give fluoridated water to your child. This is one of the best ways to prevent cavities.

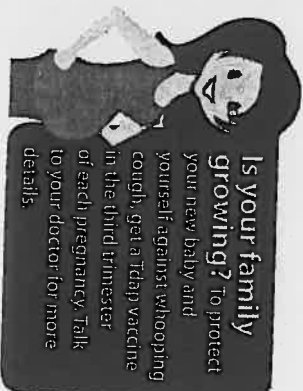


THE NATIONAL CENTER ON  
Health

This infographic was produced under cooperative agreement #90HC0005 for the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, by the National Center on Health. 2015.



# 2016 Recommended Immunizations for Children from Birth Through 6 Years Old



Shaded boxes indicate the vaccine can be given during shown age range.

**NOTE:** If your child misses a shot, you don't need to start over, just go back to your child's doctor for the next shot. Talk with your child's doctor if you have questions about vaccines.

**FOOTNOTES:**

- \* Two doses given at least four weeks apart are recommended for children aged 6 months through 8 years of age who are getting an influenza (flu) vaccine for the first time and for some other children in this age group.
- <sup>5</sup> Two doses of HepA vaccine are needed for lasting protection. The first dose of HepA vaccine should be given between 12 months and 23 months of age. The second dose should be given 6 to 18 months later. HepA vaccination may be given to any child 12 months and older to protect against HepA. Children and adolescents who did not receive the HepA vaccine and are at high-risk, should be vaccinated against HepA. If your child has any medical conditions that put him at risk for infection or is traveling outside the United States, talk to your child's doctor about additional vaccines that he may need.



For more information, call toll free  
**1-800-CDC-INFO (1-800-232-4636)**  
 or visit  
<https://www.cdc.gov/vaccines>



U.S. Department of  
 Health and Human Services  
 Centers for Disease  
 Control and Prevention

AMERICAN ACADEMY OF  
 FAMILY PHYSICIANS  
 STRONG MEDICINE FOR AMERICA

American Academy  
 of Pediatrics  
 DEDICATED TO THE HEALTH OF ALL CHILDREN™



## Vaccine-Preventable Diseases and the Vaccines that Prevent Them

Disease	Vaccine	Disease spread by	Disease symptoms	Disease complications
<b>Chickenpox</b>	Varicella vaccine protects against chickenpox.	Air, direct contact	Rash, tiredness, headache, fever	Infected blisters, bleeding disorders, encephalitis (brain swelling), pneumonia (infection in the lungs)
<b>Diphtheria</b>	DTap* vaccine protects against diphtheria.	Air, direct contact	Sore throat, mild fever, weakness, swollen glands in neck	Swelling of the heart muscle, heart failure, coma, paralysis, death
<b>Hib</b>	Hib vaccine protects against <i>Haemophilus influenzae</i> type b.	Air, direct contact	May be no symptoms unless bacteria enter the blood	Meningitis (infection of the covering around the brain and spinal cord), intellectual disability, epiglottitis (life-threatening infection that can block the windpipe and lead to serious breathing problems), pneumonia (infection in the lungs), death
<b>Hepatitis A</b>	HepA vaccine protects against hepatitis A.	Direct contact, contaminated food or water	May be no symptoms, fever, stomach pain, loss of appetite, fatigue, vomiting, jaundice (yellowing of skin and eyes), dark urine	Liver failure, arthralgia (joint pain), kidney, pancreatic, and blood disorders
<b>Hepatitis B</b>	HepB vaccine protects against hepatitis B.	Contact with blood or body fluids	May be no symptoms, fever, headache, weakness, vomiting, jaundice (yellowing of skin and eyes), joint pain	Chronic liver infection, liver failure, liver cancer
<b>Influenza (Flu)</b>	Flu vaccine protects against influenza.	Air, direct contact	Fever, muscle pain, sore throat, cough, extreme fatigue	Pneumonia (infection in the lungs)
<b>Measles</b>	MMR** vaccine protects against measles.	Air, direct contact	Rash, fever, cough, runny nose, pink eye	Encephalitis (brain swelling), pneumonia (infection in the lungs), death
<b>Mumps</b>	MMR** vaccine protects against mumps.	Air, direct contact	Swollen salivary glands (under the jaw), fever, headache, tiredness, muscle pain	Meningitis (infection of the covering around the brain and spinal cord), encephalitis (brain swelling), inflammation of testicles or ovaries, deafness
<b>Pertussis</b>	DTaP* vaccine protects against pertussis (whooping cough).	Air, direct contact	Severe cough, runny nose, apnea (a pause in breathing in infants)	Pneumonia (infection in the lungs), death
<b>Polio</b>	IPV vaccine protects against polio.	Air, direct contact, through the mouth	May be no symptoms, sore throat, fever, nausea, headache	Paralysis, death
<b>Pneumococcal</b>	PCV vaccine protects against pneumococcus.	Air, direct contact	May be no symptoms, pneumonia (infection in the lungs)	Bacteremia (blood infection), meningitis (infection of the covering around the brain and spinal cord), death
<b>Rotavirus</b>	RV vaccine protects against rotavirus.	Through the mouth	Diarrhea, fever, vomiting	Severe diarrhea, dehydration
<b>Rubella</b>	MMR** vaccine protects against rubella.	Air, direct contact	Children infected with rubella virus sometimes have a rash, fever, swollen lymph nodes	Very serious in pregnant women—can lead to miscarriage, stillbirth, premature delivery, birth defects
<b>Tetanus</b>	DTaP* vaccine protects against tetanus.	Exposure through cuts in skin	Stiffness in neck and abdominal muscles, difficulty swallowing, muscle spasms, fever	Broken bones, breathing difficulty, death

\* DTap combines protection against diphtheria, tetanus, and pertussis.

\*\* MMR combines protection against measles, mumps, and rubella.

# Making it Work & School Readiness

One of our favorite and busy time of year is **Sugar Bush** time! It is a busy time of year tapping trees and collecting sap to make maple syrup. While this is a fun event for us, the children are learning many different developmental skills. Our curriculum, Making it work, (in which the entire staff of ECC and some community members have created), is implemented in many different ways to help your child learn. Here are a list of ways your child is learning:

## Physical Development

- balancing by walking on even ground
- Dressing and undressing

## Creative Arts:

- Pow-wow
- Make Believe sugar bush
- Sugar bush song

## Social-Emotional Development

- Taking turns tapping trees
- Following directions
- Learning 7 values
- Peer-adult interactions

## Science

- Identifying trees
- Health & Medicinal value of real maple syrup
- Visits to the evaporator
- Learning the importance of wood
  - Nature walk

## Logic and Reasoning

- Learning that 50 gallons of sap equals 1 gallon of maple syrup
- Learning safety measures
- Learning the importance of only taking what you need
- Learning about evaporation

## Mathematics

- Counting drips
- Graphing
- Comparing

## Language and Literacy

- Using ojibwe language
- Create book of sugar bush process, product & experience
  - Use of storyboards
- Learning traditional sugar bush story

## Approaches to learning

- Curiosity
- Persistence
- Using 5 senses
- pretending

## Social Studies

- Having a pancake feed
- Discussing past practice vs. present
  - Viewing artifacts



# MONEY \$MART

## in Head Start

Issue 7

### In This Issue

- Want to become debt free?
- Can't keep up with your monthly payments?
- When you need money fast
- What about consolidation?
- \$um It Up

## Dealing with Debt

What does the word "debt" mean to you? Car loans, credit card bills, mortgage payments, school loans, payday lender loans, retail credit cards? Debt means owing money that you have borrowed.

### How much debt is too much?

Some people are comfortable with owing money as long as they can keep up with the monthly payments. Others would prefer to have no debt at all. However, almost everyone has debt at some point. It's the size of the debt, the kind of debt, what it's costing, and the time it takes to pay it off that causes stress. Borrowing money for a mortgage, vehicle, or going back to school can be stressful but also rewarding because you are investing in your future. We can start to feel pulled down by debt when we charge something that is:

- used up right away (like food or gas),
- drops in value (like clothes or tires), or
- has a balance that grows each month (like a credit card that you carry a balance on from month to month).

Knowing more about the type of debt, how much you owe, and having a plan to pay it can help. The bottom line is: if your debt is stressing you and your family out, then it's too much debt for you.

### Want to become debt free?

Each of the following ideas can be helpful by themselves. They can also be combined for even more impact:

- Write a list of your debts - who you owe, how much you owe, the interest rate, and the amount you pay each month. Write down what the minimum monthly payment should be even if you don't make regular payments.
- Figure out how much money you could put towards paying down debt. To do this, first make sure you have enough to cover your regular monthly bills by tracking your spending. Then, if you find places in your spending where you could cut back, use the extra money to pay down debt.
- Decide which debts you want to pay first. Ideally, you want to pay the monthly minimum amount due on all your debts. Then pay whatever extra you can on the debt you choose, whether that's the debt with the highest interest or with the smallest balance.
- Look at old debt you may have stopped paying along the way but would like to catch up on. Think about how old the debt is. The older the bill, the less it lowers your credit score. What kind of debt is it? Some unpaid judgments can stay on your credit report for 20 years in Wisconsin. Other debts, like an old medical or utility bill, will stay on your report for 7 years. (You still owe the debt even after it drops off your report.)



## Can't keep up with your monthly minimum payments?

**Call your creditors before they call you:** this may be embarrassing, but it's the best thing to do. Tell them why you can't make a payment. Maybe your hours were cut at work or someone got sick. Some creditors may not be very helpful, but it's worth asking.

**Ask to talk with someone who can help you:** perhaps a supervisor who has the power to help you negotiate. If they offer a payment plan, ask them to send it to you in writing before you send any money.

**Figure out how much you can pay:** when you call, tell your creditor what you can afford for a monthly payment. If they agree to a lower payment, make sure it's an amount that you can pay every month. If you can't pay the new amount you promised, the creditor will be less likely to work with you again.

### A creditor may agree to:

- lowering your monthly payment
- dropping charges for late payments
- lowering interest rates
- letting you pay interest only until you can start making full monthly payments
- a partial repayment of your loan

## For More Information...

Contact your local UW-Extension Family Living Educator for more financial education resources. Go to [www.uwex.edu/ces/cty/](http://www.uwex.edu/ces/cty/) to find your County office.

For help with balancing your monthly spending plan, contact a non-profit Certified Consumer Credit Counselor online at [www.debtadvice.org](http://www.debtadvice.org) or by calling 800.388.2227.

## When you need money fast...

If you have an emergency (for example, you used the rent money to pay for car repairs so now you don't have the money for rent) you may be tempted to get a loan from a payday lender. Payday and car title loans are expensive ways to borrow money.

If you have a financial crisis, consider your options before taking out a payday loan:

- Can you ask for more time to pay your bills? Can you get a rent extension? Find out what happens if you pay late. Is there a late fee or higher interest?
- Are there other places you could borrow money? Can you get a small loan from a bank or credit union, or an advance from your employer? Can you borrow from family or get assistance from your church?
- Can you get a cash advance on a credit card? The fees and interest rates for a cash advance are usually less than 100%. They are still very high, but not as high as 300-400% with a payday loan.

## What about debt consolidation?

There are many debt repayment companies out there. Some are scams that will take your money and leave you more in debt. Other companies may be fine, but might not be right for your situation. To find a non-profit credit counselor visit, [www.debtadvice.org](http://www.debtadvice.org) or call 800-388-2227. Non-profit counselors usually charge a small fee.

## To \$um It Up:

- \$ If your debt causes stress, it's too much.
- \$ Review your debts to decide which debt you want to pay down first.
- \$ Call your creditors for help before you miss a payment.
- \$ It can be helpful to talk over options with someone like a non-profit credit counselor or your county family living educator.

"Money Smart in Head Start" is provided by UW-Extension Family Living as part of the Head Start Financial Capability Project funded through the Annie E. Casey Foundation and reviewed by Peggy Olive, Financial Capability Specialist, UW-Madison/Extension. Authored by Leah Eckstein, Family Living Educator Adams County, University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. Copyright © 2015 by the Board of Regents of the University of Wisconsin System doing business as the division of Cooperative Extension of the University of Wisconsin-Extension. All rights reserved. An EEO/Affirmative Action employer, the University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements.

# Spring Cleaning GUIDE

by Marvelous Maids







## Bedroom Checklist

- ☐ Wipe baseboards, door frames, and ceiling fans.
- ☐ Strip your bedding off. Wash all pillowcases, sheets, bedspreads, and blankets. (It's also a great time to rotate your mattress!)
- ☐ Clean all flat surfaces and furniture with furniture polish. (Also give the items on each surface a quick wipe as you put them back.)
- ☐ Wipe down windows and put curtains in the wash.
- ☐ Wipe down blinds.
- ☐ Sweep/vacuum and mop if necessary.

### Pro-Tip!

If you toss your pillows into the wash, they can sometimes come out looking matted and clumped. Throw a few tennis balls in the dryer with them to break up lumps and fluff those pillows up again!

### Pro-Tip!

Vacuum from the back of the room and move backwards toward the doorway. Because, well, everyone loves those beautiful vacuum lines, so don't stomp on them!



## Introduction

Spring is a time of renewal. The snow stops falling, the sun comes out, trees and flowers begin to bloom... and people begin cleaning their houses. Wait, what?!

Yep, spring is a time for cleaning as well!

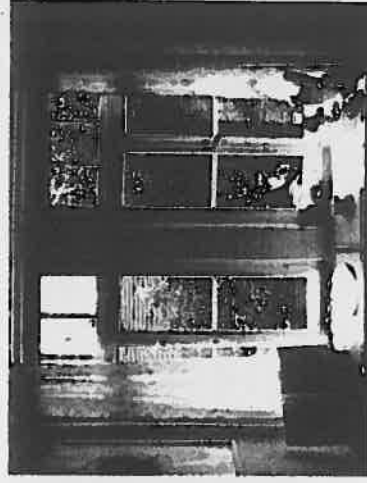
Open your home's windows, let the fresh air in, and begin straightening up the mess that winter left behind.

The gray skies and freezing cold temperatures of winter make it difficult to get up off the couch and get moving. Once spring rolls around, the changes in weather can give you the energy to make up for those lost winter months of motivation.

So get up, plan out your "mission" and get ready to start cleaning!

### Pro-Tip!

Throughout this book, you will see Pro-Tips that are best practices from real professional cleaning service owners from all over the nation. We've collected their BEST kept secrets and we're sharing them with you. Happy Spring cleaning!



## Bathroom

Just the idea of cleaning a bathroom tends to be intimidating. However, if you break it down and look at the room in sections, it isn't so bad and can be a fairly enjoyable task!

### Bathroom Checklist

- ☐ Toilet: Remove the toilet cover and rug that sits around the base - if you have them. Clean the inside of the toilet, the outside of it, and, of course, the seat.
- ☐ Sink: Move your toiletries out of the way (wipe each bottle/item as you move it) and wash the inside of the sink, the counter, and the mirror. Organize everything in the cabinet under your sink, and make sure to wash both the inside and the outside of the cabinet. Replace your toiletries on the counter, and place any products/items that aren't used on a regular basis underneath the cabinet and out of the way.
- ☐ Bathtub and Shower: Take down your shower curtain and its liner. Now is a good time to replace them with fresh ones. (Or clean the glass, if you have a glass shower door.) Like you did with the sink, move the toiletries elsewhere so that you have complete access to the tub and shower walls.
- ☐ Take down your towels and clean the bars and hooks that they hang on.
- ☐ Wash the other walls in the bathroom, the curtains or mini blinds, baseboards and the floor. Don't forget to wash your bathtubs!
- ☐ Sweep/vacuum and or mop the floor

#### Pro-Tip!

Soap scum and hard water deposits can be difficult to remove, and extremely annoying. Once you have your shower glass clear and sparkling, you can prevent more from accruing and keep it looking great between cleanings by keeping a squeegee handy and doing a simple swipe of glass after each shower.



#### Pro-Tip!

Pre-spraying surfaces before hand allows your cleaning product to work its magic. More Dwell time means less elbow grease for you! Another great tip from the pros is to clean bathrooms from top to bottom, left to right. Work carefully to prevent back-tracking.

## Cleaning Tools

After you've chosen your favorite method of cleaning, gather the tools you'll need!

Here are a few suggestions:

- Cleaning cloths (microfiber) or cotton rags
- Cleaning solutions: all-purpose, bathroom, floor, toilet, glass, furniture polish
- Dusting cloths or extension dusters (for cleaning the tops of tall furniture, shelving, cobwebs, and ceiling fans)
- A vacuum, complete with attachments, tools and extra bags

**Pro Tip!** Make sure you keep up with your vacuum cleaner maintenance. Check for clogs, clean upholstery brushes, and be aware of belts and replaceable filters to keep things running smoothly.

- A brush for cleaning your toilet(s)
- Scrubby sponges for hard to remove stains and areas like the top of your stove and your shower grout
- A broom, dustpan, bucket and mop

#### Pro-Tip!

Just in case, always carry extra cloths. You always want to make sure that your cloth is not making a bigger mess by moving dirt from one place to another. We always recommend microfibre. Also double check to make sure you aren't cross-contaminating by using clean cloths for every new area of the home.

#### Pro-Tip!

Magic Erasers. Seriously, they are magical and the best invention since sliced bread. Fantastic for Kool-Aid stains on the countertop, dirty knuckle marks on the cabinets, and for the beautiful crayon artwork your two-year-old made on their bedroom door.



## Dining Room

Grab your "Dry Room" caddy and crank up the radio, it's time to spruce up your dining room!

Since there are normally less cabinets and drawers in the dining area, these areas tend to be less complicated to clean than the kitchen. Just keep in mind that dining rooms are notorious for being catch-all rooms for kids' backpacks and clutter. Once it's organized, cleaned and clutter free, make sure that it stays that way. (See our organizing tips for more details!)

### Dining Room Checklist

- ☐ Inside/outside China cabinet
- ☐ Wipe down dining room table, chairs, and other furniture
- ☐ Wash curtains and table linens (tablecloth, placemats, runner, etc.)
- ☐ Clean any windows
- ☐ Wipe down mini blinds
- ☐ Clean light fixtures
- ☐ Wipe down baseboards and door frames
- ☐ Sweep/vacuum and/or mop the floor

#### Pro-Tip!

The dining room can be a breeze to clean if it is used for only the purpose of "dining." If you have a multi-purpose dining area, consider adding special storage for the other uses. (E: A cubby for homework essentials. This will help keep clutter to a minimum, and make maintaining this room a simple task!)



## How to Clean the...

Now, we'll walk you through a room by room analysis of everything that should be cleaned.

Before you get started, make sure you have all of your supplies ready to go. It helps to keep it streamlined. Have two separate caddies: One filled with the items to clean the "Wet Rooms" (Kitchen, bathrooms, and utility room) and one with all of the items you need to clean "Dry Rooms" (Bedrooms and living areas).

### "Wet Room" Caddy:

- Cleaning cloths (Microfiber or cotton rags)
- Cleaning solutions: all-purpose, floor, oven, bathroom, toilet, glass
- Dusting cloths or extension dusters (for the tops of cabinets and/or your ceiling fan)
- Scrubby sponges for hard to remove build up
- Magic Erasers
- Toilet brush
- A broom, dustpan, bucket and mop

### "Dry Room" Caddy:

- Cleaning cloths (microfiber)
- Cleaning solutions: all-purpose, furniture polish, floor cleaner, glass cleaner
- Dusting cloths and extension dusters (for light fixtures, ceiling fans, and the top of a china cabinet, if necessary)
- A broom, dustpan, and feather duster
- Vacuum or bucket and mop as needed

#### Pro-Tip!

Don't forget all of the other ways to utilize your vacuum, other than just for the floors. If you have excessive dust buildup on curtains, blinds, ceiling fans, or even baseboards, a quick swipe with a vacuum attachment can take away the bulk of the buildup before you even hand-wipe!

#### Pro-Tip!

Having a caddy fully-stocked with all of your cleaning essentials means that you can simply bring your bucket along with you to each room!





United States Department of Agriculture

**10  
tips**  
Nutrition  
Education Series

# physical activity at home, work, and play



## 10 tips to make physical activity a regular part of the day

**Adding activity into your day is possible.** Choose activities that you enjoy. Adults should aim for at least 2½ hours or 150 minutes of physical activity each week. Every little bit adds up, and doing something is better than doing nothing. Most important—have fun while being active!

### 1 take 10

Do at least 10 minutes of activity at a time to reach your weekly goal. Walk the dog for 10 minutes before and after work and add a 10-minute walk at lunchtime.

### 2 mix it up

Start the week with a swim at the pool, take a yoga class during a weekday lunch, lift weights in the evening, and end the week by working in the garden.



### 3 be ready anytime

Keep comfortable clothes and walking or running shoes in the car and at the office.

### 4 find ways to move

Take a brisk walk around the parking lot, jog to the bus stop, or ride your bike to the subway station. If you have an infant or toddler, take a long walk using the stroller and everyone gets some fresh air.



### 5 work out during TV time

Watch a movie while you jog on a treadmill or download a video on your phone and watch while you ride a stationary bike.

### 6 be an active parent

Instead of standing on the sidelines, walk up and down the soccer, football, or softball field while the kids play their game.

### 7 find support

Join a walking group, play wheelchair sports, practice martial arts, or sign up for an exercise class in your community. Recruit family or friends for support.

### 8 enjoy the great outdoors

Tumble in the leaves, build a snowman with your kids, or ski cross-country. Visit a county or national park and spend time hiking, canoeing, or boating.

### 9 look for wellness at work

Find a softball, basketball, or volleyball team at your job. You can also take the lead by starting a wellness or exercise group in your office.

### 10 the chores count, too!

Clean the house, wash the car, or mow the lawn with a push mower. Know that these activities count toward your goal of at least 150 minutes each week.



# 10 tips

Nutrition  
Education Series

## be active adults

### 10 tips to help adults include physical activity into their lifestyle



Being physically active is important for your health. Adults who are physically active are less likely to develop some chronic diseases than adults who are inactive. Physical activity is any form of exercise or movement of the body that uses energy. People of all ages, shapes, sizes, and abilities can benefit from a physically active lifestyle.

#### 1 start activities slowly and build up over time

If you are just starting physical activity, build up slowly. This will help to prevent injury. After a few weeks, increase how often and how long you are active.



#### 2 get your heart pumping

For health benefits, do at least 2½ hours each week of physical activity that requires moderate effort.

A few examples include brisk walking, biking, swimming, and skating. Spread activities over the week, but do them at least 10 minutes at a time.



#### 3 strength-train for healthy muscles and bones

Do strengthening activities twice a week. Activities that build strength include lifting weights, doing push-ups and sit-ups, working with resistance bands, or heavy gardening.

#### 4 make active choices throughout the day

Every little bit of activity can add up and doing something is better than nothing. Take the stairs instead of the elevator, go for a 10-minute walk on your lunch break, or park further away from work and walk.

#### 5 be active your way

Mix it up—there are endless ways to be active. They include walking, biking, dancing, martial arts, gardening, and playing ball. Try out different activities to see what you like best and to add variety.

#### 6 use the buddy system

Activities with friends or family are more enjoyable than doing them alone. Join a walking group, attend fitness classes at a gym, or play with the kids outside. Build a support network—your buddies will encourage you to keep being active.



#### 7 set goals and track your progress

Plan your physical activity ahead of time and keep records. It's a great way to meet your goals. Track your activities with the Physical Activity Tracker on **SuperTracker**.<sup>\*</sup> Use the My Journal feature to record what you enjoyed so you can build a plan that is right for you.

#### 8 add on to your active time

Once you get used to regular physical activity, try to increase your weekly active time. The more time you spend being physically active, the more health benefits you will receive.

#### 9 increase your effort

Add more intense activities once you have been moderately active for a while. You can do this by turning a brisk walk into a jog, swimming or biking faster, playing soccer, and participating in aerobic dance.



#### 10 have fun!

Physical activity shouldn't be a chore. It can help you feel better about yourself and the way you live your life. Choose activities that you enjoy and that fit your lifestyle.

<sup>\*</sup>Find the SuperTracker at <https://www.supertracker.usda.gov>.



United States  
Department of  
Agriculture

Go to [www.ChooseMyPlate.gov](http://www.ChooseMyPlate.gov)  
for more information.

DG TipSheet No. 30  
NWS 672 - April - 2014  
Center for Nutrition Policy and Promotion  
USDA is an equal opportunity provider and employer.



# RED CLIFF BAND

of Lake Superior Chippewa

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## **:: Job Openings ::**

### **Current Openings**

Job Center of Wisconsin displays open job orders maintained by the Job Center of Wisconsin.  
[Link to Job Center of Wisconsin](#)

**All jobs require that you use the Job Application posted on this site and require a Background Information Disclosure (also posted).**

### Disclosures



### **Current Openings for the Red Cliff Tribe**

#### Limited Term Inventory/Property Clerk

**DEADLINE: April 8, 2016 at 4:00 p.m.**

#### Child Care Assistant Teacher.htm

**DEADLINE: Open Until All Two (2) Vacancies are Filled**

#### Chief Financial Officer

**DEADLINE: Until Filled**

#### Tribal Law Enforcement Officer – Part Time

**DEADLINE: Until Filled**

#### Early Childhood Systems Specialist

**DEADLINE: Until Filled**

#### Division Administrator Manager

**DEADLINE: Until Filled**

#### Indian Child Welfare Director

**DEADLINE: Until Filled**

#### Chief Executive Officer, Red Cliff Business Development Corporation

**DEADLINE: Until Filled**

#### General Practice Physician or Pediatrician

**DEADLINE: Open Until Filled**

#### Family/Human Services Administrator

**DEADLINE: Until Filled**

### **Current Openings for Legendary Waters Resort & Casino**

#### Legendary Waters Resort & Casino - Assistant General Manager

**DEADLINE: Open until filled**

#### Legendary Waters Resort & Casino - Front Desk Supervisor

**DEADLINE: Open until filled**

#### Legendary Waters Resort & Casino - Bartender

**DEADLINE: Open until filled**

#### Legendary Waters Resort & Casino - Beverage Server

**DEADLINE: Open until filled**



**Legendary Waters Resort & Casino - Executive Chef**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Restaurant Staff**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Players Club Attendant**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Host/Hostess**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Front Desk Clerk**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Building Maintenance Worker**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Surveillance Operator**

**DEADLINE: Open until filled**

**Legendary Waters Resort & Casino - Grounds Keeper**

**DEADLINE: Open until filled**

**Current Openings for School District of Bayfield, WI**

**[Click here for Available Job Vacancies at Bayfield School](#)**

**Current Openings for Bay Area Home Health**

**Bay Area Home Health - Personal Care Workers / Supportive Home Care Workers / Certified Nursing Assistants**

**Current Openings for UW Extension**

**Current Opportunities for UW Extension**

**Current Openings for the National Park Service**

**More Park Service Openings in Bayfield**

**Current Openings for the Bureau of Indian Affairs**

**Reality Specialist**

**DEADLINE: April 18, 2016**

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# COMMUNITY NOTICE

If you are interested in submitting your application for the following positions,

**On-Call Receptionist**

**On-Call Miskwaabekong Transit Driver**

Please stop by the Tribal Administration office or complete the Job Application and Background disclosures on line at

**[www.redcliff-nsn.gov](http://www.redcliff-nsn.gov)**

Application submittal and questions can be directed to the Human Resources office at 715-779-3700 and talk with Rick Wygonik or Susie Gurnoe

# Office Support Clerk (OA) GS-0303-03

## NATIONAL PARK SERVICE

1 vacancy - Bayfield, WI

Work Schedule is Part Time 32 hours -  
Temporary NTE 1039 hours

Opened Friday 4/1/2016  
(5 day(s) ago)

Closes Monday 4/11/2016  
(5 day(s) away)

### Salary Range

\$13.84 to \$13.84 / Per Hour

### Series & Grade

GS-0303-03/03

### Promotion Potential

03

### Supervisory Status

No

### Who May Apply

United States Citizens

### Control Number

433330500

### Job Announcement Number

MWW-DE-16-072 (1658411)

## Job Summary

Experience your America and build a fulfilling career by joining the National Park Service. Become a part of our mission to unite our past, our cultures and our special places, to establish important connections to the present and build a rich and lasting legacy for future generations. For more information about the National Park Service, click [Apostle Islands National Lakeshore](#).

This is a part-time (32 hours per week, 64 hours per pay period) temporary positions, not-to-exceed 1039 hours year, located at Apostle Islands National Lakeshore, Bayfield, Wisconsin. The primary responsibility of this position is to perform clerical work in office, or business operations. Due to current budgetary limitations and/or workload requirements, this position's hours may be reduced or may be changed to an intermittent schedule during the period of employment at agency discretion. Individuals selected under this vacancy announcement are eligible for rehire in subsequent service years.

**AREA INFORMATION:** Apostle Islands National Lakeshore is located in rural Northern Wisconsin approximately 75 miles east of Duluth, Minnesota. School grades K-12 are located in Bayfield, Washburn (12 miles) and Ashland (26 miles). A hospital and other medical facilities are available in the immediate area. Rental housing is scarce. Moderate priced homes are available in Washburn and Ashland. Temperatures range from mid 80's in the summer to sub-zero in the winter. Summer and winter recreation activities are numerous.

**Number of Vacancies:** A GS-03 level position will be filled from this job opportunity announcement.

Anticipated entry on duty date: **June 2016**

## Duties

Perform receptionist duties for the office. Receive and direct telephone and radio calls or visitors. Process incoming and outgoing mail. Operate suspense system. Maintain filing system. Use personal computers and common software programs. Type a variety of documents including letters, reports, and forms.

## Travel Required

- Not Required

## Relocation Authorized

- No



## Key Requirements

- U.S. citizenship required
- Appointment subject to background investigation and favorable adjudication.
- Government housing is not available
- Holiday work may be required
- Must be able to type 40 words per minute

## Qualifications

**All qualifications must be met by the closing date of this announcement, Monday, April 11, 2016 (unless otherwise stated in this vacancy announcement).**

To qualify for this position, you must demonstrate that you possess either the specialized experience or the education as described below. Equivalent combinations of experience and education may also be used to qualify.

### **Selective Placement Factor (Mandatory Screen Out):**

**Typing Proficiency.** The duties of this position require the skill of a qualified typist with the ability to type at least 40 words per minute with three or less errors. **(MUST SUPPORT IN RESUME OR WILL BE RATED INELIGIBLE FOR CONSIDERATION)**

**In order to qualify for this position at the GS-03 level, you must possess one of the following:**

**A.** Six months of progressively responsible clerical, office, or other work that indicates the ability to acquire the particular knowledge and skills needed to perform the duties of a Office Support clerk (OA). General experience includes performing office work such as answering telephone calls, filing, typing, checking e-mails, opening mail, routing mail, making copies and scheduling meetings. **-OR- B.** One year of education above high school (30 semester hours or 45 quarter hours). This education was obtained in an accredited business, secretarial or technical school, junior college, college, or university. **-OR- C.** Equivalent combination of experience and education.

**F USING EDUCATION TO QUALIFY,** you **MUST** provide transcripts or other documentation to support your educational claims. Unless otherwise stated: (1) unofficial transcripts are acceptable, or (2) a list with all your courses, grades, semester, year, and credit for the course. All materials must be submitted by the closing date of this announcement.

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. All education claimed by applicants will be verified by the appointing agency accordingly.

**Foreign Education:** Education completed outside the United States must have been evaluated by a private U.S. organization that specializes in interpretation of foreign educational credentials, commonly called a credential evaluation service or education that is recognized by the Secretary of Education from an accredited body.

Your application contains information subject to the Privacy Act (P.L. 93-579, 5 USC 552a). The information is used to determine qualifications for employment and is authorized under Title 5, USC, Section 3302 and 3361.

**Physical Effort:** The work is sedentary. Typically the employee may sit comfortably to do the work. There may be some walking, standing, bending and carrying light items such as papers and books.

**Working Conditions:** The work is performed in an office setting. The work area typically is adequately lighted, heated, and ventilated.

All federal employees are required by PL 104-134 to have federal payments made by direct deposit.

Male applicants born after 12-31-1959 must be registered or exempt from Selective Service (see <http://www.sss.gov/>).

## Security Clearance

Not Applicable

## What To Expect Next

Once the online questionnaire is received you will receive an acknowledgement email that your submission was successful. After a review of your complete application is made you will be notified of your rating and/or referral to the hiring official. If further evaluation or interviews are required you will be contacted.

## **BENEFITS**

*Effective January 2015, temporary, seasonal, and intermittent employees on appointments expected to last at least 90 days, and expected to work a schedule of 130 hours or more a calendar month, will be eligible to enroll in a Federal Employee Health Benefit (FEHB) health plan upon notification from their employing office. Temporary, seasonal, and intermittent employees for whom the expectation of hours of employment changes to meet the above requirement would become eligible to enroll in an FEHB health plan upon notification from their employing office. Eligible employees who elect to participate will receive the same government contribution as permanent employees and will be responsible for the employee share of the premium while on the official agency roles; the employee share is deducted from bi-weekly earnings.*

Travel, transportation, and relocation expenses will not be paid. Any travel, transportation and relocation expenses associated with reporting for duty in this position will be the responsibility of the selected employee.

EEO Policy Statement

Reasonable Accommodation Policy Statement

Veterans Information

Legal and Regulatory Guidance

## **Other Information**

**CTAP-ICTAP:** Federal program giving priority selection rights to federal employees in local commuting area who have lost their positions, received separation notice due to reductions in force, or unable to return to their position due to a job related injury. Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection, and earn a final score on the job examination questions of 85.0 or higher. Employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605(a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of your most recent Performance Rating and SF-50 noting current position, grade level, and duty location; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; OR a Military Department or National Guard Bureau notification that you are retired under 5 U.S.C. 8837(h) or 8456. For additional information go to [www.opm.gov/ctap](http://www.opm.gov/ctap).

**VETERANS PREFERENCE:** Add zero points to eligible ratings of a sole survivor veteran in a family which the father or mother or one or more siblings: was killed, died of wounds, accident, or disease, in a captured or missing in action status, or permanently 100 percent disabled or hospitalized on a continuing basis where the death, status, or disability did not result from intentional misconduct or willful neglect of the parent or sibling and was not incurred during a period of unauthorized absence. Add five points to eligible ratings of veterans who: entered military service prior to 14 Oct 76; served on active duty during the gulf War (2 Aug 90-2 Jan 92), and/or Operation Iraqi Freedom (11 Sep 01-31 Aug 10) regardless of where the persons served; or, served in a military action for which the received a campaign badge or expeditionary medal. Medal holders and Gulf War veterans must have served continuously for at least 24 months or the full period for which called or ordered to active duty. Add ten points to eligible ratings of disabled veterans; Purple Heart recipients; spouses or mothers of a 100 percent disabled veteran; or the widows, widowers, or mothers of a deceased veteran. For additional information go to [Vet Guide](#).

To apply for this position, you must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below.

The complete application package must be submitted by 11:59 PM (ET) on Monday, April 11, 2016 to receive consideration.

- To begin, click Apply Online to create a USAJOBS account or log in to your existing account. Follow the prompts to select your USAJOBS resume and/or other supporting documents and complete the occupational questionnaire.

- Click the Submit My Answers button to submit your application package. It is your responsibility to ensure your responses and appropriate documentation is submitted prior to the closing date.

-To verify your application is complete, log into your USAJOBS account, <https://my.usajobs.gov/Account/Login>, select the Application Status link and then select the more information link for this position. The Details page will display the status of your application, the documentation received and processed, and any correspondence the agency has sent related to this

application. Your uploaded documents may take several hours to clear the virus scan process.

- To return to an incomplete application, log into your USAJOBS account and click Update Application in the vacancy announcement. You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.

**DO NOT SEND PHOTOGRAPHS.** Any resume or documents with photographs will not be forwarded to the hiring official.

Failure to submit required documents may result in loss of consideration. It is your responsibility to ensure all required documents have been submitted. Applying online is encouraged as it allows you to review and track the status of your application.

#### Faxing Applications or Supporting Documents

**NOTE:** If you applied online and your application is complete, do not fax the paper application (1203FX) as this will overwrite your prior online responses and may result in you being found ineligible. If you completed the occupational questionnaire online and are unable to upload supporting document(s) fax your documents to 1-478-757-3144. The Vacancy ID is 1658411. Keep a copy of your fax confirmation in the event verification is needed.

To complete the occupational questionnaire and submit via fax:

1. Click the following link to view and print the occupational questionnaire [View Occupational Questionnaire](#).
2. Print the [1203FX form](#), follow the instructions and provide your responses to the occupational questionnaire items.
3. Fax all six (6) pages of the completed 1203FX form along with any supporting documents to 1-478-757-3144. Your 1203FX will serve as your cover page for your fax transmission.

### How You Will Be Evaluated

The assessment questionnaire is designed to measure your ability in the following competencies needed to successfully perform the job:

- Typing Proficiency (Selective Factor - Screen out)
- Knowledge of common clerical practices and procedures
- Ability to operate desktop computer systems
- Ability to follow instructions

**Basis for Rating:** Your application will be evaluated and rated using Category Rating Procedures. Candidates will be ranked into 3 categories:

**Best Qualified** - applicants possessing experience that substantially exceeds the minimum qualifications of the position including all selective factors, and who are highly proficient in all requirements of the job and can perform effectively in the position.

**Well Qualified** - applicants possessing experience that exceeds the minimum qualifications of the position including all selective factors, and who are proficient in most of the requirements of the job.

**Qualified** - applicants possessing experience that meets the minimum qualifications of the position including all selective factors, and who are proficient in some, but not all of the requirements of the job.

After the job announcement closes, a review will be conducted of your resume and supporting documentation. We will ensure you meet the qualification requirements and the application materials support the rating received. If you rated yourself higher than what is supported by your application material, your score will be adjusted and/or you may be excluded from consideration for this job. Please follow all instructions carefully. Errors or omissions may affect your rating or consideration for employment. To preview the Assessment Questionnaire, click on the following link [View Assessment Questions](#).

**Veterans Preference :** If you are a veteran with preference eligibility and you are claiming 5-points veterans' preference, you must submit a copy of your DD-214 or other proof of eligibility. If you are claiming 10-point veterans' preference, you must also submit an SF-15, "Application for 10-Point Veterans' Preference" plus the additional proof required by that form. For more



Information on veterans' preference see <http://www.usajobs.gov/Veterans>.

Veterans Preference applies to category rating after candidates are assessed. Preference eligibles who meet the qualification requirements are assessed and placed in the appropriate quality categories. Preference eligibles receive veterans' preference by being listed ahead of non-preference eligibles within the same quality category in which they are placed. No preference points, i.e., 5 or 10 points, are added to the preference eligibles' rating. An agency may not select a non-preference eligible if there is a preference eligible in the same category unless the agency receives approval to pass over the preference eligible in accordance with 5 U.S.C. § 3318.

Preference eligibles who meet the qualification requirements for the position and who have a compensable service-connected disability of at least 10 percent must be listed in the highest quality category (except in the case of scientific or professional positions at the GS-9 level or higher). As noted above, an agency may not select a non-preference eligible over a preference eligible in the same category unless the agency receives approval to pass over the preference eligible in accordance with 5 U.S.C. § 3318.

**Resume** – We encourage you to use the USAJobs online resume builder to ensure that all required information is in your resume. If you choose to use your own resume make sure it lists all of the required information needed (**Including hours per week worked and month and year of employment**).

**Qualifications** – example, typically used for licenses or other documents that attest to the qualifications of the applicant  
**Veterans Preference Documentation** – Legible copy of DD-214 (Member 4 copy) that shows honorable discharge, VA letter dated 1991 or later, SF-15 plus proof required by that form, if applicable. You must submit the required documentation to verify/confirm your claim, or you will NOT be given veteran's preference. Additional veteran's information is found at <http://www.opm.gov/veterans/html/vetguide.asp>

**Response to Assessment Questionnaire.**

**Selective Factor Documentation** (for example, licenses, certifications, etc.)

**NOTE:** If you receive an email stating that there was a technical problem uploading your documents, you should fax the applicable documentation to OPM at 478-757-3144. Be sure to use the fax cover sheet that was linked in the vacancy announcement; include the VIN (1658411) so that the fax is processed properly and promptly.



## Department Of The Interior

### National Park Service

#### Contact

MWR West SHRO  
Phone: (605)745-3620  
Email: MWR\_NEKOTA\_HR@NPS.GOV

#### Address

National Park Service  
Please email or call with questions  
Thank you  
Hot Springs  
SD

# Realty Specialist (Generalist)

## INTERIOR, BUREAU OF INDIAN AFFAIRS

9 1 vacancy - Ashland, WI

Work Schedule is Full Time -  
Permanent

Opened Monday 4/4/2016  
(2 day(s) ago)

⌚ Closes Monday 4/18/2016  
(12 day(s) away)

### Salary Range

\$32,318.00 to \$52,043.00 / Per Year

### Series & Grade

GS-1170-05/07

### Promotion Potential

09

### Supervisory Status

No

### Who May Apply

This position is open to Bureau of Indian Affairs employees in permanent career or career conditional appointments, or, current BIA employees on an excepted service appointment that leads to a permanent position such as VRA or Schedule A. Agency Career Transition Assistance Plan (CTAP) eligibles within the local commuting area may also apply. Indian Preference eligibles may also apply.

### Control Number

434808500

### Job Announcement Number

MRO-16-1667646-DL

## Job Summary

The Bureau of Indian Affairs is the lead agency for the United States in carrying on a government-to-government relationship with the tribal nations. A challenging and dynamic place to work, it enhances the quality of life, promotes economic opportunity, and carries out the responsibility to protect and improve the trust assets of American Indians, Indian tribes and Alaska Natives.

This position is located at the Great Lakes Agency, Ashland, WI. The position serves as an adviser to the supervisor concerning the implementation and management of acquisition and disposal under the real estate services program in the Region/Agency. This position is located at a Regional or Agency office.

This position is not approved for telework.

**INDIAN PREFERENCE:** Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 472). Verification of Form BIA-4432 must be submitted with the application if claiming Indian Preference. Indian Preference eligibles that are not currently employed with the Federal service will be appointed under the Excepted Service Appointment Authority Schedule A, 213.3112(A)(7).

**VETERANS EMPLOYMENT OPPORTUNITIES ACT (VEOA):** Preference eligibles may apply for permanent positions (career or career-conditional appointments) under merit promotion procedures for VEOA appointments; however, veteran's preference is not a factor in these appointments. To be eligible for a VEOA appointment, a veteran must be a preference eligible OR veteran separated after 3 or more years of continuous active service performed under honorable conditions. Applicants must submit a copy of their DD-214 for verification of eligibility. For more information, click here: <http://www.fedshirevets.gov/job/shav/index.aspx#veoa>

## Duties

Following are the major, though not all inclusive, duties of this position:

- The incumbent will serve as an advocate in assisting Tribes and Indian land owners with respect to the conveyance of real property holdings.
- Using knowledge of policies and procedures, and applicable statutes and laws, i.e. tribal/federal, the incumbent determines special requirements on routine transactions, recommends authorization of land use, and advises and provides assistance, all routine and identifies problems and issues related to land/asset management for referral to higher level specialist.
- The incumbent will research, analyze, and review routine problems and issues; provide findings and recommendations on problems and guidance to BIA and tribal staff and land owners.
- The incumbent will be responsible to collaborate and coordinate conveyance transactions to ensure that the necessary clearing procedures have been secured and completed.

## Travel Required

- Not Required

## Relocation Authorized

- Yes
- Travel and relocation expenses will be authorized in accordance with Federal Travel Regulations, with the exception of relocation real estate expenses under the contractor provided home sale contract.

## Key Requirements

- US Citizenship required
- Background Investigation will be required for all new hires
- Appointment may include a requirement for one year probationary period
- Applications will only be accepted online and by fax
- A valid drivers license is required.
- Males born after 12/31/1959 must have registered with the Selective Service
- Time in grade requirements must be met for current Federal employees

## Qualifications

By the closing date of this announcement, you must meet the minimum qualification requirements as outlined in the Office of Personnel Management (OPM) Qualification Standards Handbook and as identified in this announcement below.

### Qualifications for GS-5 Grade Level:

**Experience:** Three years of general experience, 1 year which was equivalent to at least the GS-4. Examples of general experience include the ability to analyze problems to identify significant factors, gather pertinent data, and recognize solutions, plan and organize work, and communicate effectively orally and in writing. You must show how you have used these skills and abilities in your resume. **OR**

**Education:** Completion of a 4-year course of study leading to a bachelor's degree. One year of undergraduate study is defined as 30 semester hours or 45 quarter hours unless defined differently by your education institution. **OR**



**Combination:** A combination of qualifying education and qualifying experience. To determine, take your total qualifying experience as a percentage of the experience required for the grade level; then determine your education as a percentage of the education required for the grade level; and then add the two percentages. The total percentages must equal at least 100 percent to qualify an applicant for the grade level.

#### **Qualifications for the GS-7 Grade Level:**

**Experience:** One year of specialized experience equivalent to the GS-5 grade level. Examples of specialized experience may include work involving responding to inquiries and explaining Realty services; prepares in draft routine realty transactions for review and approval; performs quality assurance on detail transaction data, i.e., contracts and conveyances; coordinates records for compliance with established record management guidelines; assist in maintain and retrieving information from automated data systems. **OR**

**Education:** One full year of graduate level education. The graduate level education must demonstrate the knowledge, skills, and abilities necessary to do the work. **OR**

A bachelor's degree with superior academic achievement. Superior academic achievement is based on (1) class standing – applicants must be in the upper third of the graduating class, based on completed courses; or (2) Grade-point Average- applicants must have a grade-point average of 3.0 or higher out of a possible 4.0 based on 4 years of education, or as computed based on courses completed during the final 2 years of the curriculum; or 3.5 or higher out of a possible 4.0 based on the average of the required courses completed in the major field completed during the final 2 years of the curriculum; or (3) election to membership in a National Scholastic Honor Society- membership in a freshman honor society cannot be used to meet the requirements of this provision. **OR**

**Combination:** A combination of qualifying education and qualifying experience. To determine, take your total qualifying experience as a percentage of the experience required for the grade level; then determine the applicant's education as a percentage of the education required for the grade level; and then add the two percentages. The total percentages must equal at least 100 percent to qualify an applicant for the grade level.

**Time-In-Grade Restriction** - Applicants who are current Federal employees and have held a GS grade any time in the past 52 weeks must also meet time-in-grade requirements. The grade may have been in any occupation but must have been held in the Federal service. For a GS-07 position, you must have served 52 weeks at the GS-05 level. For a GS-05 level, you must have served 52 weeks at at least the GS-03 level.

You must submit a copy of your college transcripts to support your education claims if you are qualifying for the position based on education. Unless otherwise stated, unofficial transcripts are acceptable. If selected, you will be required to produce official transcripts.

Education completed in foreign colleges or universities may be used to meet the above requirements if you can show that the foreign education is comparable to that received in an accredited educational institution in the United States. It is your responsibility to provide such evidence when applying.

**SUITABILITY, CLEARANCE & REQUIREMENTS:** A background security investigation will be required for all new hires. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.

Incumbent is required, as an incidental duty, to operate a government-owned or leased motor vehicle, in the performance of duties, therefore, a valid driver's license is required. Incumbent must have a safe driving record within the three-year period immediately preceding submittal of GSA Form 3607 and be able to meet the safe driving requirements of the Bureau of Indian Affairs.

#### **Security Clearance**

Other

## What To Expect Next

Once the online questionnaire is received, you will receive an acknowledgement email notifying you that your submission was successful. After a review of your application is made, you will be notified regarding your rating and referral to the hiring official. If further evaluation or interviews are required, you will be contacted.

## BENEFITS

The Bureau of Indian Affairs offers a comprehensive benefits package. This link provides an overview of the benefits currently offered: <http://www.usajobs.gov/ResourceCenter/Index/Interactive/Benefits#icc>

## Other Information

- 1. If you have special priority selection rights under the Agency Career Transition Assistance Plan (CTAP) or Interagency Career Transition Assistance Plan (ICTAP) you may apply for special selection over other candidates for this position.** To be well-qualified and exercise selection priority for this vacancy, displaced Federal employees must be rated at 85 or above on the rating criteria for this position. Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605(a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.
- 2. If you are a current career or career-conditional Federal employee or former Federal employee who has reinstatement eligibility,** you must submit a copy of your latest SF-50 "Notification of Personnel Action" and/or a copy of the SF-50 that reflects career or career-conditional tenure, or you will not be considered under the merit promotion process. Also, you should submit your most recent performance appraisal.
- 3. If you are a veteran with preference eligibility and you are claiming 5-point veterans' preference,** you must attach a copy of your DD-214 showing you were honorably discharged. **If you are claiming 10-point veterans' preference,** you must attach an SF-15, "Application for 10-Point Veterans' Preference" plus the proof required by that form.
- 4. If you are a male applicant who was born after 12/31/59 and are required to register under the Military Selective Service Act,** the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency.
- 5. You can apply for a non-competitive appointment if you meet the basic eligibility requirements and you are eligible for special appointment** such as those authorized for the severely disabled; certain Vietnam era and disabled veterans; returned volunteers from the Peace Corps or Vista, etc. Please indicate the type of special appointment you are seeking, if any, on your application and follow all other instructions for applying shown in this announcement.
- 6. All qualification requirements must be met by the closing date of this announcement.** Additional information on the qualification requirements is outlined in the OPM Qualifications Standards Handbook of General Schedule Positions. It is available for your review in our office, in other Federal agency personnel offices, and on OPM's web site at <http://www.opm.gov/qualifications>.

The posting of this announcement does not obligate management to fill a vacancy or vacancies by promotion. The position may be filled by reassignment, change to lower grade, transfer, appointment, or reinstatement. Management may use any one or any combination of these methods to fill the position.

This job opportunity announcement may be used to fill additional vacancies.

To apply for this position, you must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below.

**The complete application package must be submitted by 11:59 PM (EST) on Monday, April 18, 2016 to receive consideration.**

\* To begin, click Apply Online to create a USAJOBS account or log in to your existing account. Follow the prompts to select your USAJOBS resume and/or other supporting documents and complete the occupational questionnaire.

- \* Click the Submit My Answers button to submit your application package.
- \* It is your responsibility to ensure your responses and appropriate documentation is submitted prior to the closing date.
- \* To verify your application is complete, log into your USAJOBS account, <https://my.usajobs.gov/Account/Login>, select the Application Status link and then select the more information link for this position. The Details page will display the status of your application, the documentation received and processed, and any correspondence the agency has sent related to this application. Your uploaded documents may take several hours to clear the virus scan process.
- \* To return to an incomplete application, log into your USAJOBS account and click Update Application in the vacancy announcement. You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.

#### **Faxing Applications or Supporting Documents:**

You are encouraged to apply online. Applying online will allow you to review and track the status of your application.

NOTE: If you applied online and your application is complete, do not fax the paper application (1203FX) as this will overwrite your prior online responses and may result in you being found ineligible.

If you completed the occupational questionnaire online and are unable to upload supporting document(s):

1. To fax your documents, you must use the following cover page <http://staffing.opm.gov/pdf/usascover.pdf> and provide the required information. The Vacancy ID is 1667646.
2. Fax your documents to 1-478-757-3144.

If you cannot complete the Application Package online, you may fax all of your materials. The complete application package must be submitted by 11:59 PM (EST) on Monday, April 18, 2016 to receive consideration. Keep a copy of your fax confirmation in the event verification is needed.

#### **To complete the occupational questionnaire and submit via fax:**

1. Click the following link to view and print the occupational questionnaire View Occupational Questionnaire.
2. Print the 1203FX form, follow the instructions and provide your responses to the occupational questionnaire items <http://www.opm.gov/forms/pdfimage/opm1203fx.pdf>.
3. Fax the completed 1203FX form along with any supporting documents to 1-478-757-3144. Your 1203FX will serve as a cover page for your fax transmission.

#### **How You Will Be Evaluated**

You will be evaluated to determine if you meet the basic qualifications and on the extent to which your application shows you possess the particular knowledge, skills, and abilities (KSAs) required of this position. Your ranking is based on your responses to the occupational questions, the information you provide in your resume, and supplemental materials. Please follow all instructions carefully. **Do not submit a separate narrative response to the KSAs. Your rating will be based on your responses to the occupational questions.** The occupational questions are based on the following KSAs:

*KSA 1: Ability to apply laws, regulations, or federal or departmental policies for land management*

*KSA 2: Skill in communicating appropriately and effectively with beneficiaries and clients to assess their needs, provide accurate information or assistance*

*KSA 3: Skill in researching databases and other sources in order to analyze historical transactions and records to collect ownership record*

*KSA 4: Skill in conflict management to facilitate positive outcomes in processes and personnel*

**NOTE:** You should be aware that your ratings are subject to evaluation and verification. Errors or omissions may affect your eligibility or qualifications determination. Do not overstate or understate your level of experience and capability. If the information in your Resume does not adequately support your answers to the vacancy questions, or a determination is made that you rated yourself higher than is supported by your application, or your application is incomplete, you will be assigned a rating commensurate to your described experience or you may be considered ineligible. Deliberate attempts to falsify

information may be grounds for not selecting you.

[View Assessment](#)

To preview the Occupational Assessment Questionnaire, click here [Questions](#)

In addition to your responses to the Assessment Questionnaire, the following documents are required:

- Resume showing relevant experience and education
- References - List three people who are not related to you and are not current or previous supervisors.
- Form BIA-4432, Verification of Indian Preference for Employment, if claiming Indian preference. No other form will be accepted.
- Form DD-214, if claiming veterans preference; and VA letter and Standard Form 15, if claiming 10 point preference.
- Copy of most recent SF-50, Notification of Personnel Action if you are a current or former Federal employee.
- College Transcript is required for verification of qualifying education if you are using education to qualify for this position. Unofficial transcripts are acceptable; however, an official transcript may be requested at a later time.
- GSA Form 3607, Motor Vehicle Operator's License and Driving Record (optional during the application process; however, selectees will be required to submit as part of the pre-appointment process).

**NOTE: Persons submitting incomplete applications will be given credit only for the information they provide. The applicant is responsible for submitting all required documentation in support of their application in order to receive full credit for their Indian preference, veteran preference, experience, training, and/or education. ADDITIONAL INFORMATION WILL NOT BE SOLICITED FROM THIS OFFICE.**

Your resume, curriculum vitae, the Optional Application for Federal Employment (OF 612), or any other written format you choose to describe your job-related qualifications can be submitted electronically using the document upload process or by fax. Please be sure to include all of the following information in your resume:

- Your full name, mailing address (with zip code) and day/evening telephone numbers; Country of Citizenship. If ever employed by the Federal Government, please show the highest Federal civilian grade held, job series, and dates of employment in grade.
- Education - High school name, city, state, and zip code, date of diploma or GED. For any colleges and/or universities attended, include city, state, and zip code; major field(s) of study; type and year of degree(s) received. If no degree was received, show total credit hours received in semester or quarter hours.
- Work Experience - List each paid or non-paid position held related to the job for which you are applying (do not provide copies of job descriptions). Include job title; duties and accomplishments; number of hours worked per week; employer's name and address; supervisor's name and phone number; starting and ending dates of employment (month and year); and salary. For seasonal employment, list starting and ending dates for each period of work. Indicate if your current supervisor may be contacted.
- Other Qualifications - Job-related training courses (title and year); job-related skills (e.g., other languages, computer software/hardware, tools, machinery, typing speed, etc.); job-related certificates and licenses; and job-related honors, awards, and special accomplishments (e.g., publications, memberships in professional or honor societies, leadership activities, public speaking, performance awards, etc.). Do not send copies of documents unless specifically requested.

Your application and all supporting documentation must be received by 12:00 midnight (Eastern Time) on the closing date. Note that you will be allowed to apply more than once, but the last application is the only one that will be used.





## **JOB DESCRIPTION**

**Position:** Limited Term Inventory/Property Clerk  
**Location:** Tribal Administration Office, Red Cliff Reservation  
**Salary:** \$11.00 - \$13.00 per hour (Depending on experience),

**THIS IS A LIMITED TERM NON-EXEMPT POSITION. APPLICANTS WILL BE SELECTED FROM THE INFORMATION SUPPLIED ON APPLICATION FORM ONLY. THERE WILL BE NO INTERVIEWS.**

**Supervisor:** Property & Procurement Officer

**Job Summary:** Perform annual inventory, shipping/receiving, Under the supervision of the Property & Procurement Officer ensure annual inventory, shipping/receiving, and account payable processes are conducted in accordance with Red Cliff Property Management & Procurement System Manual, Red Cliff Financial Policies and Procedures, Federal/State/Local regulations, and within Generally Accepted Accounting Principles.

### **Qualifications:**

1. Must have High School Diploma or equivalent.
2. Two years Clerical, bookkeeping experience or a combination of training or experience.
3. Should have working knowledge of auto, property and general liability insurance policies.
4. Must have considerable working knowledge & experience with computers.
5. Must have working knowledge of Microsoft Excel & Generally Accepted Accounting Principles.
6. Must exhibit good communication skills, oral and written.
7. Must be able to operate standard office equipment.
8. A valid driver's license and insurance is preferred; if no insurance must provide within 3 weeks of hire.
9. Must be able to be placed on the Tribe's drivers list, when a valid driver's licenses is needed.
10. Must be able to communicate effectively with a variety of people.
11. Knowledgeable of Native American Tribes and the uniqueness of the Red Cliff community.

### **Duties and Responsibilities:**

1. Perform annual inventory of all Tribal Property.
2. Prepare shipping documents for outgoing packages using common carriers.
3. Receive all incoming packages and distribute accordingly.
4. Track usage and order supplies as requested by administrative and program staff.
5. Process insurance billing.
6. Assist in processing approved requisitions/purchase orders.
7. Assist in processing insurance claims.

8. Assist in processing accounts payable.
9. Assist in obtaining bids/proposals from vendors/contractors.
10. Assist in the implementation of the Red Cliff Property Management & Procurement System Manual.

**Personal Contacts:** Person will have daily contact with Tribal Department and Program staff along with vendors.

**Work Environment:** All Tribal Office are smoke free.

**Physical Requirements:** Position is mainly sitting with some walking, stooping, and bending required. Must be able to lift up to 50 pounds.

**Travel Requirements:** Person will be required to attend trainings or meeting locally or out of the area.

*Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.*

**Posting:** March 25, 2016

**Deadline:** April 8, 2016 at 4:00 p.m.

**For Further Information Contact:**

Red Cliff Band of Lake Superior Chippewa  
Human Resources Department  
88385 Pike Road, Hwy 13  
Bayfield, WI 54814  
(715) 779-3700 ext. 4268

[www.redcliff-nsn.gov](http://www.redcliff-nsn.gov)

[susie.gurnoe@redcliff-nsn.gov](mailto:susie.gurnoe@redcliff-nsn.gov)

The Red Cliff Tribal Council has a Drug Free Workplace Policy and adheres to the intent of the Drug Free Workplace Act. The Tribal Council does have a Drug Testing Policy and all new employees will be tested prior to start of employment.

All applicants for employment with the Red Cliff Tribe may be subject to the background investigation and other requirements of RCCL Chapter 43, and that you are under a continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment with the Tribe.

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**POSITION:** Assistant Child Care Teacher (1-2 positions)

**EXEMPT:** 16- 20 hours per week

**LOCATION:** Red Cliff Early Childhood Center

**PROGRAM:** CCDF

**WAGE:** \$9.00 to \$11.00 per hour (depending on education & experience)

**SUPERVISOR:** Child Care Director

**GENERAL STATEMENT OF DUTIES:**

Serve as a part-time Assistant Teacher for a collaborative Head Start/ Child Care classroom. The classroom will operate from 2:00 to 5:00pm. The assistant teacher will be assigned to a group of children from ages 18 months to 6 years old. Responsible for planning and implementation of educational programs which reflect best practices and integration of Ojibwe language and culture into curriculum. Must ensure the safety and well being of all children at all times.

**RESPONSIBILITIES:**

- Maintain confidentiality of all child's and family information and records.
- Promotion of safe, attractive and stimulating physical environment for children, also establishing and maintaining consistency of rules.
- Assist the teacher with preparing lesson plans, and implement daily.
- Reinforce positive self-image, pride, and cultural identity with children during all activities.
- Maintain accurate daily records on attendance, daily intake, and medical log, children's eating/sleeping/toileting information for distribution in child file and to parents as well as other required forms.
- Maintain and document all contacts with parents. Develop and maintain a professional relationship with parents of children enrolled in program.
- Positive child guidance techniques will be utilized by all staff when needed.
- Collaborate with other staff, parents, and community resources to incorporate Ojibwe language and culture into daily activities and curriculum.
- Work with Tribal, tribal and community service providers in order to provide necessary services to the child and their parents.
- Notify supervisor in advance of any known absences you will have. *Center based teachers are responsible for arranging for your own qualified substitute in your absence.*
- Adhere to all ECC policies and procedures and insure the Federal Performance Standards and State of WI Group Child Care Licensing Regulations are being met.
- Develop and maintain a professional relationship with parents of children enrolled in the center.
- Must be able to work a flexible schedule to help meet the needs of children, families and other staff.
- All staff are expected to perform any other job related duties as directed.
- The above identified responsibilities are not intended to reflect all tasks necessary for the position. Perform other duties as directed.

**QUALIFICATIONS/KNOWLEDGE/SKILLS:**

- Must be 18 years of age or older and have completed high school or its equivalent.

- Knowledge of Ojibwe language and culture preferred; knowledge of uniqueness of Red Cliff community required.
- Must have documented 80 full days or 120 half days experience as an Assistant Teacher in a licensed child care center or other approved early childhood setting, within the first six months of employment.
- Must complete, the two following courses: Introduction to Child Care Profession and Skills and Strategies for Child Care Teacher within the first six months of employment.
- Associate Degree in Early Childhood Education preferred, or in the process of obtaining your Associate Degree in Early Childhood Education.
- Additional training or education in Early Childhood Development is highly desirable. Prior experience and or strong desire to work with your children and their families required.
- Coursework or any specialized training in Infant/Toddler development highly desirable.
- Ability to work effectively and cooperatively with staff, parents, community members, and other support systems in the best interest of the child is required.
- Valid driver's licenses with appropriate vehicle insurance. If no insurance, must obtain and provide proof of coverage within three (3) weeks of hire. Must be eligible to be put on the tribe's vehicle insurance.

#### **WORK ENVIRONMENT:**

Primary work environment is in the classroom.

#### **PERSONAL CONTACTS:**

Collaborative professional relationship with parents, extended families, and the Red Cliff community.

#### **SPECIAL REQUIREMENTS:**

Must be physically able to work with young children, including a minimum of **lifting 40 pounds**, FBI Fingerprinted at a Field Print office, health exam, TB test, immunizations including Hepatitis B (or sign waiver), mumps vaccine (or waiver or proof of immunization) and required trainings such as Confidentiality, CPR, Shaken Baby Syndrome, etc. Must attend appropriate staff meetings, Policy Council and or Parent meetings as required.

#### **TRAVEL REQUIREMENTS:**

Must be able to attend local, regional, and national trainings as required.

**POSTING DATE:** April 1, 2016

**DEADLINE:** Open until all two (2) vacancies are filled

**FOR FURTHER INFORMATION CONTACT:** Human Resources Department

Red Cliff Tribe  
88385 Pike Rd, Hwy 13  
Bayfield, WI 54814  
(715) 779-3700 ext. 4268

[www.redcliff-nsn.gov](http://www.redcliff-nsn.gov)  
[susie.gurnoe@redcliff-nsn.gov](mailto:susie.gurnoe@redcliff-nsn.gov)

*All Early Childhood Center employees must submit mandatory criminal background check information to Human Resources Department with application. Per WI Department of Children & Families (DCF) Bureau of Early Care Regulation (BECR) Memo 2014-03, as of 12-31-16 all licensed*



***child care center employees must complete a one-time fingerprint-based background check on all employees. Every year thereafter, a name-based background check through the Department of Justice (DOJ) must be conducted annually or following any conviction occurring after commencement of employment.***

***The Red Cliff Tribe has a Drug-Free Work Place Policy and follows the intent of the Drug-Free Work Place Act. All new employees will be tested prior to starting employment.***

***Tribal preference will be applied in the case of equally qualified applicants, but all applicants will be considered.***

***45CFR 1301.31 requires preference be given to qualified current or former parents of Head Start/Early Head Start children as position vacancies occur.***

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## ***RED CLIFF COMMUNITY HEALTH CENTER***

**RED CLIFF COMMUNITY HEALTH CENTER**  
36745 Aiken Road  
BAYFIELD, WI 54814

### **JOB DESCRIPTION**

**POSITION:** Early Childhood Systems Specialist  
**STATUS:** NON-EXEMPT EMPLOYEE  
**LOCATION:** Red Cliff Community Health Center  
**REPORTS TO:** Zaagichigaazowin Program Director  
Health Center Administrator  
**SCHEDULE:** Full-time: Grant funded position through 2017  
**WAGE:** \$20.00 per hour

### **JOB SUMMARY:**

The Project Coordinator will provide day-to-day support and facilitation of the Tribal Early Learning Initiative (TELI). Main duties will be to provide collaborative coordination between the Red Cliff Community Health Center and the Early Childhood Center as well as other service oriented programs within the Red Cliff Tribe. The priority is to promote teamwork within the microsystem to improve and support all home visiting services, healthcare outcomes, and efficiency of the team and program operations.

### **DUTIES AND RESPONSIBILITIES:**

1. Working with community partners:
  - a. Developing and maintaining a list of community partners and calendar of upcoming events.
  - b. Organizing outreach and prioritizing against a list of community partners and upcoming events, including following-up as needed.
  - c. Coordinating research and other activities with initiative partners to minimize redundancies and to align strategies and actions, including conducting individual outreach and education as needed.
  - d. Working with TELI team to update outreach strategies as new needs emerge.
  - e. Work with TELI team to coordinate related projects and coalitions (i.e., in the same field) to maintain a full understanding of the current landscape of local and regional activities, and integrate the scope of TELI where applicable.
  - f. Initiating, strengthening, and maintaining relationships with new, current or previous community partners.

2. **Strategic coherence:**
  - a. Maintaining understanding of current early childhood service implementation challenges and developing comprehensive solutions to address them.
  - b. Provide support to partner organizations in aligning their work to the Common Agenda (e.g., identifying opportunities for program work to support specific goals).
  - c. Act as a neutral arbiter and aid in conflict resolution and develop a collaborative direction among the TELI team.
  - d. Coordinating advocacy supporting activities of partners.
3. **Communications:**
  - a. Communicating the objectives of TELI to the community and potential partners, including sharing the Common Agenda, Blueprint, or other collateral planning tools.
  - b. Facilitating ongoing communication between TELI partners by hosting regular conference calls, in-person meetings, or coordinating regular email updates to ensure alignment of activity.
  - c. Planning and managing logistics of, and attending, community events.
  - d. Creating or managing creation of yearly summary reports of TELI progress for Steering Committee and external audiences. Provide administrative support for Fatherhood/Cultural programming, groups, events, etc.
4. **Fund development and management:**
  - a. Coordinating TELI grant reporting to funders as required.
  - b. Tracking all TELI funding.
  - c. Use Microsoft Office Suite Programs like Excel to track the TELI fund.
5. **The following duties may be done in coordination with the TELI team and others as appropriate:**
  - a. Developing communications materials as TELI evolves, potentially including summary documents, brochures, FAQs, and other items;
  - b. Developing web and social media strategy;
  - c. Compiling and maintaining list of press clippings; and
  - d. Creating press strategy, including drafting press releases, coordinating with media outlets.
6. **Functions as the liaison between the two main TMIECHV collaborators – RCCHC and ECC.**
  - a. Coordinates all joint meetings.
  - b. Takes meeting minutes.
  - c. Keeps accurate records of all meetings including agendas and meeting minutes.
  - d. Reports out and summarizes action lists to all team members.
  - e. Helps document current written procedural foundational that exists between the two programs.
7. **Has a working knowledge of the Red Cliff community services system.**
8. **Implements and coordinates specific activities, strategies, protocol, and training as needed to enhance the collaborative partnerships and clarify roles under the TELI.**
9. **Assists with making and documenting meaningful improvement to services, programs, and processes and/or organizational effectiveness.**
  - a. Knowledge of clinical quality improvement models and process.
  - b. Completes Quality Improvement Plan-Do-Study-Act (PDSA) cycles of improvement when changes/improvements occur.
  - c. Participate in the creation of systems to streamline processes with the collaborative program.
10. **Ensures all activities are performed with the utmost attention to patient confidentiality and HIPAA**

requirements.

11. Complete monthly, quarterly, and annual reports as required by Health Center Administration, and regulatory bodies and funding agencies. Maintain a record of all supporting documentation as required.
12. Adheres to and supports Red Cliff Tribal, ECCHC, and ECC policies, programs and activities.
13. Maintain strict confidentiality and safeguard the privacy of patients in common areas of the clinic.
14. Present a professional, caring image for the Health Center and its programs.
  - a. Maintain a cooperative relationship with other Health Center staff and employees.
  - 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.
  - d. Dress appropriately to promote professionalism within the Health Center.
15. Advance job knowledge and skills through continuing education efforts after approval of Health Center Administration.
16. Responsible for communication within the department and across departments to ensure information is shared for effective operations.
17. Attend staff and other meetings, in-services, and other events as directed by supervisor.
18. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or as deemed necessary by the supervisor.
19. Responsible for maintaining a clean and safe work environment.

#### **QUALIFICATIONS:**

1. Associates degree in Early Childhood preferred OR four years of experience required working in an early childhood system.
2. A minimum of 3 years work experience including 1 or more years of proven community outreach and coordination experience
3. Minimum two years of experience working in an administrative capacity.
4. Minimum one year experience working with tribal communities preferred.
5. Minimum one year experience working with pediatric population preferred.
6. Demonstrated success in building and maintaining relationships with senior executives and Tribal leadership.
7. The presence to inspire confidence and passion in external audiences and to build effective relationships with a range of stakeholders



8. Advanced project management skills
9. Ability to thrive in a fluid, unstructured, entrepreneurial environment without formal training;
10. Flexibility and the ability to work autonomously as well as take direction as needed
11. Commitment to the collective impact concepts
12. Strong analytical and critical thinking skills
13. Strong community engagement and facilitation skills
14. Excellent interpersonal and communication skills (written and oral)
15. Existing relationships with, or ability to build relationships with, a range of stakeholders in the local or regional area
16. Must have valid WI driver's license, vehicle, and at least liability insurance. If no insurance, employee must obtain within three weeks. Must also be eligible for the Tribe's vehicle insurance.

#### **DESIRED QUALIFICATIONS**

1. Experience in a start-up environment.
2. Familiarity with the local area and/or focus of the initiative.
3. Preferred experience working with Resource Patient Management System (RPMS) and Electronic Health Record (EHR) documentation programs.

#### **PERSONAL CONTACTS:**

Daily contact with patients, visitors, primary care providers, Tribal and Health Center and Education Administration, and other Health Center and ECC staff.

#### **WORK ENVIRONMENT:**

1. Red Cliff Community Health Center; office and clinic settings.
2. Exposure to hazards of the health care industry.
3. Work setting must be maintained as a clean, nonsmoking, well-ventilated area in compliance with all applicable safety regulations.
4. A minimum of an annual home visit with each Zaagichigaazowin Home Visitor and ECC Home Based Teacher to be conducted with participating families. This work related activity will require the employee to travel to client homes.
  - a) Home Visits will include observation of home visitors and home base teachers to evaluate program services, training or technical assistance needs of Zaagichigaazowin and ECC home visitation programs.
5. Community events & classes will require the employee to travel to and attend events in a variety of community settings.
6. The employee has the right to decline visits if any threats to personal safety arise in any client home or community setting.

#### **PHYSICAL REQUIREMENTS:**

The duties assigned to this position involve bending, stooping, lifting, and carrying. Items may be placed on overhead storage. Lift up to 50 pounds, assisting patients onto exam tables as necessary. Work requires regular and recurring periods of standing or walking.

#### **TRAVEL REQUIREMENTS:**

May require overnight travel to attend meetings or training. May be asked to perform visits to patient homes. May be required to travel to deliver or pick up x-rays, laboratory, specimens, or Health Center/Clinic supplies.

Native American preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

**RE Posting: March 4, 2016**

**Deadline: Until Filled**

**FOR FURTHER INFORMATION CONTACT:**

Red Cliff Human Resources  
88455 Pike Road, Highway 13  
Bayfield, WI 54814  
(715) 779-3700 x 4268

[www.redcliff-nsn.gov](http://www.redcliff-nsn.gov)  
[susie.gurnoe@redcliff-nsn.gov](mailto:susie.gurnoe@redcliff-nsn.gov)

**DRUG FREE WORKPLACE**

The Red Cliff Community Health Center is a Drug-Free Workplace in accord with the Drug-Free Workplace Act of 1988, P.L. 100-690, and has a Drug-Free Workplace Policy in effect. All new hires are subject to drug test prior to starting.

**BACKGROUND INVESTIGATION**

All applicants for employment with the Red Cliff Tribe will be subject to the background investigation and other requirements of RCCL Chapter 43, and are under a continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment with the Tribe.

This job description is subject to change at employer's discretion, after consultation with the employee.

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## Job Opportunities

### Job Search

Hot Deals

Narrow search by:

Any Category ▼

Enter Keyword

Any Employer ▼

Search

Results Found: 14

Sort by: A-Z Category

#### Highland Valley Farm



87080 Valley Road Bayfield, WI 54814

Contact:

Magdalen Dale

Send Email

Phone:(715) 779-5446

MAP

VISIT WEBSITE

#### Blueberry Harvest Crew

Category: Agricultural, Forestry & Fishing

We are currently hiring people to help us with the blueberry harvest this summer. The work is seasonal, four to six days a week, for six weeks usually starting in late July and running through mid-September. Most positions require a balance of picking berries alternating with sorting and packing berries. Pay is above minimum wage. College students with an interest in local and sustainable food production are preferred. Older high school students and others may also apply. Contact MAGDALEN at ...read more →

#### Bayfield Inn, The



20 Rittenhouse Avenue Bayfield, WI 54814

Contact:

Nathan Lawyer / Human

Resource Department

Send Email

Phone:(715) 779-3363

MAP

VISIT WEBSITE

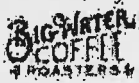
#### Join our 2016 Front Desk Sales Team!

Category: Customer Service

The Bayfield Inn is currently seeking qualified applicants to join our Seasonal 2016 Front Desk Sales Team! Phone sales/reception experience a major plus, but will train the right applicant. Competitive pay, based on experience. Fun, exciting, and rewarding work environment. Flexible scheduling. Must like fast-paced, challenging work environment and be available to work weekends & holidays.

Basic computer skills and ability to communicate clearly and effectively are a must! Applications may be ...[read more](#) →

## Big Water Coffee Roasters Cooperative



117 Rittenhouse Avenue Bayfield, WI 54814

### Contact:

Darcy Schwerin

[Send Email](#)

Phone:(715) 779-9619

### Barista

*Category: Customer Service*

Big Water Coffee Roasters roasts amazing coffee, make awesome lattes, and have scratch made bakery to accompany both. We are passionate about what we do, and giving great service to our fellow workers and customers. A Barista at Big Water serves up more than just great brew or another perfect latte, he or she embraces our passion for creating a unique and flavorful experience. If you are passionate about coffee and serving the finest espresso drinks in a quick-paced environment, then we may be the right ...[read more](#) →

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## Bayfield Chamber and Visitor Bureau

42 S Broad Street Bayfield, WI 54814

### Visitor Center Assistant

*Category: Customer Service*

The Bayfield Chamber & Visitor Bureau is seeking someone for a part time seasonal Visitor Center staff position. This person will be the front line in greeting, answering questions and distributing information to all visitors. This person should be self-motivated, outgoing & very knowledgeable of Bayfield & surrounding area in order to provide exceptional customer service! 16-24 hrs/weekly, weekends included , mid June - mid October . Responsibilities: Greet & provide assistance to ...[read more](#) →

### Contact:

[Send Email](#)

Phone:(715) 779-3335

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## Fat Radish, The



200 Rittenhouse Ave Bayfield, WI 54814

### Contact:

Patti or Dan Holman

[Send Email](#)

Phone:(715) 779-9700

**Chef, Baker, Sandwich Chef, Prep cooks, Line cooks,  
Cleaning, Front of the house crew, Dish Room Technician**

*Category: Food Industry and Restaurants*

Are you looking to spend the summer of 2016 in beautiful Bayfield Wisconsin? Well, look no further, The Fat Radish is looking to hire a summer crew, and we can help with housing if that is an issue. Individuals interested in any of the positions need to be highly motivated, have the ability to work in a fast-paced environment, and

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motivated, have the ability to work in a fast paced environment, we love finding creative individuals (everyone has a hidden talent - we just have to tap into it...), available to work nights, weekends, and/or early mornings. You should be able to ...read more →

### Bayfield Inn, The



20 Rittenhouse Avenue Bayfield, WI 54814

**Contact:**

[Send Email](#)

Phone:(715) 779-3363

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### Seasonal 2016 Full & Part-Time Food & Beverage Positions

*Category: Food Industry and Restaurants*

The Bayfield Inn Food & Beverage Department is seeking full-time and part-time line cooks, prep cooks, dishwashers, servers, bussers, bartenders, & food runners for the 2016 season. Located in beautiful downtown Bayfield offering a fast paced, professional work environment. Experience preferred but not necessary, will train the right applicant. Applications can be printed online at [www.bayfieldinn.com/employment-opportunities](http://www.bayfieldinn.com/employment-opportunities) or picked up in person at The Bayfield Inn, 20 Rittenhouse Avenue, ...read more →

### Old Rittenhouse Inn



301 Rittenhouse Avenue Bayfield, WI 54814

**Contact:**

[Michael Taylor](#)

[Send Email](#)

Phone:(715) 779-5111

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### Sous Chef/Line Cook

*Category: Food Industry and Restaurants*

Landmark Restaurant at Old Rittenhouse Inn - Bayfield, WI Sous Chef wanted for casual fine dining establishment with bed and breakfast/country inn. Established in 1975, Landmark Restaurant serves breakfast and dinner daily during the high season, with luncheons, weddings and special events by reservation. We're looking for a highly motivated self-starter with a minimum of 2 years experience in a mid-to-high volume restaurant. Requirements include ability and willingness to: follow procedure, create ...read more →

### Morty's Pub



108 Rittenhouse Avenue Bayfield, WI 54814

**Contact:**

[Send Email](#)

Phone:(715) 779-3996

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### Bartenders / Cooks / Cleaning

*Category: Food Industry and Restaurants*

Come be part of the Morty's Pub family! We are now accepting applications for summer help. Bartenders / Cooks / Cleaning We are

looking for highly motivated individuals who will not shy away from the summer hustle and bustle of Rittenhouse Avenue. All employees must have the ability to work in a fast paced environment, and be flexible with work schedules; nights, weekends, day and holidays shifts. Applicants must be reliable, able to multi-task, and get along well with people. Morty's will provide ...read more →

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### **Portside Bar & Restaurant**

**PORTSIDE** 34475 Port Superior Road Bayfield, WI 54814

**Line cooks, prep cooks, dishwashers, bartenders, servers and bussers**

*Category: Food Industry and Restaurants*

Portside Bar and Restaurant in Bayfield, WI is seeking line cooks, prep cooks, dishwashers, bartenders, servers and bussers for both full-time and part-time positions. Previous experience is preferred. Join our team in providing exceptional food and service, and in making Portside a favorite Bar and Restaurant this summer! We offer competitive wages based on experience and job performance. Send resume to [Portside@portsuperior.com](mailto:Portside@portsuperior.com) or apply in person at 34475 Port Superior Road, Bayfield, WI. No phone ...read more →

**Contact:**

Kirk Bratrud

[Send Email](#)

Phone:(715) 779-5380

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### **Superior Rentals**

83650 State Hwy 13 Bayfield, WI 54814

**Cleaning Staff Wanted**

*Category: Hospitality Services*

Housekeeping staff needed. Starting at 9am until rooms are clean. 5 days a week. \$10-\$12 depending on experience.

**Contact:**

Susie Defoe

[Send Email](#)

Phone:(715) 779-5123

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[VISIT WEBSITE](#)

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### **Superior Charters & Yacht Sales**

**SUPERIOR CHARTERS** 34475 Port Superior Road Bayfield, WI 54814

**Fleet Maintenance Crew**

*Category: Hospitality Services*

Fleet maintenance crew members work diligently to make our fleet of 40 sailboats look their best inside and out. Washing decks and maintaining deck and hull appearance are key to providing our guests with a high-end experience. While working with us, you'll learn about the area, the islands and the sailboats in the fleet. Throughout the summer, you will work with our experienced team at maintaining boats while providing specialized customer service to our guests. Attention

to detail and working fast ...read more →

**Contact:**

[Send Email](#)

Phone:(715) 779-5124

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## Bayfield Inn, The



20 Rittenhouse Avenue Bayfield, WI 54814

**Contact:**

**Send Email**

**Phone:(715) 779-3363**

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## Housekeeping Summer 2016 Team

*Category: Hotel, Gaming, Leisure, and Travel*

The Bayfield Inn is currently seeking qualified applicants to join our professional housekeeping staff. Previous experience is preferred, but training is provided. This supervised position is seasonal starting May 1 through October 31 of each calendar year. Applicants must be available to work on weekends or holidays and can expect a fast-paced, teamwork approach to meeting our high standards. We offer competitive wages based on experience and job performance. Applications can be printed online at ...[read more](#) →

## Superior Body Massage & Spa



33 N First Street Bayfield, WI 54814

**Contact:**

**Anna Johnson**

**Send Email**

**Phone:(715) 209-0428**

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## Part-time Manicurist/Nail Technician Wanted

*Category: Personal Care and Services*

Superior Body Massage & Spa is hiring a part-time manicurist to work June - September with the potential for some off-season work if desired. Provide manicures and pedicures in our newly-remodeled nail room with two spa pedicure thrones and a manicure station. We are busy with both visitors and locals alike in the summer months and this is a fun, fast-paced work environment during that time. Hours are flexible and you can choose between half-days or full days, two - three days a week. Applicant must ...[read more](#) →

## ENCORE Resale Store

10 S Broad Street Bayfield, WI 54814

### Part-time Store Assistant

*Category: Retail/Wholesale*

ENCORE Resale Store, part-time support staff Do you like variety? Interesting stuff? People? Come work in a fun environment with a great group of volunteers all for a local cause. ENCORE Resale Store in Bayfield, supporting the operations of CORE Community Resources for seniors, is hiring an energetic part-time (20 hrs/wk) support staff person for the summer months and as needed throughout the year. Main duties consist of opening and closing procedures, cash register sales, donations intake, customer ...[read more](#) →

**Contact:**

**Send Email**

**Phone:(715) 779-3455**

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# APRIL 2016

## ISKIGAMIZIGE-GIZIS

NITAM ANOKII-GIIZHIGAD	NIIZHOO-GIIZHIGAD	AABITOOSE	NIITYO-GIIZHIGAD	NAANO-GIIZHIGAD	
<b>4B</b> FR TOAST, BLUE-BERRIES, CC <b>L</b> SPAGHETTI, IT VEG, PEACES, YGT <b>S</b> CARROTS/DIP	<b>5B</b> RICE CRISPIES, OR-ANGES, YGT, BANANA BR. <b>L</b> POTATO/HAM SOUP, BR STIX, PINEAPPLE <b>S</b> GOLDFISH/ JUICE	<b>6B</b> CORNFLAKES, BA-NANA, YGT, MUFFIN <b>L</b> CHIX SAND, MIX FR, BK BEANS, CC <b>S</b> CELERY PB BUTTERFLY	<b>7B</b> OATMEAL, TRK BA-CON, BANANAS <b>L</b> BEEF STIR FRY, STIR FRY, MANGO, CC, RICE <b>S</b> MULTIGR./MILK	<b>MENU SUBJECT TO CHANGE</b>	
<b>11B</b> PANCAKES, CC, FR. COCKTAIL <b>L</b> FISH NUGGET, R PI-LAF, PEA/CARROT, TR FR <b>S</b> CINN. TOAST/MILK	<b>12B</b> KIX, BERRIES, ENG MUFFIN, YGT <b>L</b> PORK CHOP, MAC/CHEESE, GR BEAN, CC, PEARS <b>S</b> TORTILLA CHP/SALSA	<b>13B</b> CHEERIOS, BA-NANA, CC, TOAST, JELLY <b>L</b> SALSIBURY, CORN, PEACHES, YGT <b>S</b> TUNA TOAST	<b>14B</b> CORN CHEX, MAN ORANGES, BAGEL, CC <b>L</b> VEGGIE SOUP, PB, FR COCKTAIL, YGT <b>S</b> CHZ SQUARES/STRAWBERRY	<b>MILK SERVED WITH ALL MEALS</b>	
<b>18B</b> MALTO MEAL, OR-ANGES, YGT, TOAST <b>L</b> EGG ROLLS, CALL BLEND, PEARS, CC <b>S</b> PEPPERS/DIP	<b>19B</b> HB OATS, CC, BERRIES, NTG BAR <b>L</b> TOM SOUP, GR CHEEZ, CORN, FR COCKTAIL <b>S</b> MUFFIN/JUICE	<b>20B</b> RICE CHEX, PEACHES, TOAST, PB <b>L</b> CHIX ALFREDO, PEAS, MANGO, JELL-O <b>S</b> BERRY GOOD PIZZA	<b>21B</b> FR TOAST, APPLE-SAUCE, CC <b>L</b> BOILED DINNER, BISCUIT, ORANGES <b>S</b> PUDIN/PRZ/BANAN		
<b>25B</b> EGG BURRITO, PEARS, CC <b>L</b> RAVIOLI, CORN, YGT, BERRIES <b>S</b> CRACKER/CHZ	<b>26B</b> CORN CHEX, BAGEL FACE, BANANAS <b>L</b> BBQ CHIX, CARROTS, APPLES, YGT <b>S</b> FRUITCUP/NILLA	<b>27B</b> CHEERIOS, STRAW-BERRIE, CC, MUFFIN <b>L</b> TATOR TOT HD, GR BEANS, TR FRUIT <b>S</b> ENERGY BITES/MILK	<b>28B</b> RICE PUDDING, TOAST,PB, ORANGES <b>L</b> BEEF NOODLE SP, IT VEGGIES, APPLESAUCE <b>S</b> GRAHAM/PB		