**March 2018 EHS and HS Center Based Attendance**

- Average daily attendance per classroom:
  - Waabooz 87%
  - Amik 93%
  - Makwa 90%
  - Esiban 77%
  - Mashkodебизхикі 85%
  - Maиingan 80%
  - Migizi 89%

Miigwech to those that are striving to have their child at school every day possible! Keep those kiddos healthy so they can get to school every day possible. Keep up the good work!

---

**Red Cliff 2018 Education & Career**

Friday, May 11th from 10am-3pm at the Legendary Waters event center Red Cliff will host an education and career fair! Vendors from educational institutes and employers will be here to provide resources and guidance into finding your education and career path. It’s NEVER too late to educate and seek your career dreams! If you have any questions, comments or would like to know more please contact Jenny, Cindy or Tony at 779-5030. This event is being organized by many tribal programs!

This event is open to everyone and anyone!!
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**School held Monday through Friday from 7:45am-3:00pm unless otherwise indicated**
March 2018
Monthly Attendance

Head Start: Maycee Cameron

Early Head Start: Mason Hanson

In the Early Head Start we had a total of 16 out of 32 students that met the perfect attendance requirement.

Waabooz 3 Children
Amik 5 Children
Makwa 5 Children
Esiban 3 Children

In the Head Start we had a total of 24 out of 50 students that met the perfect attendance requirement.

Migizi 10 Children
Maiingan 6 Children
Mashkodezhikii 8 Children

It all begins at home.
Dear Parents,

We enjoyed visiting with you at our Parent/Teacher conferences. We hope you had a wonderful Spring Break and Easter.

The school themes for the month are Reduce/Reuse/Recycle and Sugar Bush. We have been planning many fun and educational activities for your children. We also plan on taking a mini field trip to the school’s boiling area to observe the process of making maple syrup.

All of your children seem to enjoy all that we do; especially reading books, singing and playing with their friends. We look forward to another great month!

Miss Maggie and Mr. Fred
Boozhoo Amik Families...
Last month we learned about zoo animals and nature. Also, we worked on getting to know our shapes better.

For the month of April we will be learning about the weather and recycling. In the Amik Room we have all been doing a great job learning some self-help skills like brushing our teeth and washing our hands with soap. All of our Amik room friends enjoy singing rhyming songs and singing our ABC's.

PARENTS
Please remember to bring in weather appropriate clothing for your child. Have two extra sets of clothes in their cubbies. Also, if your child is not going to be here or they are going to be late please call and let us know.
715-779-5030 ext. 2525

Please remember to sign your child in & out daily. And to check your child’s mailbox daily as it could contain important information.

Thank You
Lacie & Tiff
Ojibwemowin
Rain-gimiwan
Weather-
(Good Weather-mizhakwad)
(Bad weather-niiskaadad)
Wind-noondin

What are we doing
Layne-likes to read books.
Mason-likes singing nursery rhymes and her ABC's
Felix-likes puzzles.
Violet-can zipper up her snowpants and jacket.
Ezmae-knows most of her colors.
Cynthia-likes using playdough at the table.
Anthony-likes playing catch and throwing balls around the room.
Mathias-likes playing with the toy cars and using the ramp for the cars.

Important Dates:
- 04/02- EASTER MONDAY ECC/TRIBE CLOSED
- 04/03 CLASSES REUSME
- 04/13- Home Base Social
- 6/11 Red Cliff Education & Career Fair-Regular school day for ECC
- 04/27- NO SCHOOL DAY
Makwa room

We welcome everybody back from spring break and we can not hardly wait for spring to arrive.

Working on the first letter of our name in the goon. And enjoying our niijii, had fun riding on the bus and sapping Can wait for spring and the hungry caterpillar coming out.

Teresa and Kelsey
ESIBAN NEWS

April 2018

News and PLANS

Can you believe it’s already April! Please make sure that your children have the appropriate clothing for outdoors.
This month we will be working on Reduce, Reuse, Recycle & Community Workers and we will also be working more on Rhymes.

-Ms. Melissa & Ms. Angela

REMINDERS

04/01- Easter
04/02- ECC/Tribe Closed
04/16-04/20- Week of the Young Child
5/11- Red Cliff Education & Career Fair
04/27- No School Day

What we are doing

Layla- likes playing with dolls
Nathaniel- likes the balance toys
Javoni- likes Pete the Cat books
Isaac- likes to turn knobs and figure out how they work
Takodah- likes reading the shape books
Delilah- likes to glue
Danielle- likes to plays outside and throw balls for you to catch
Aniya- likes to push the strollers outside

Ojibwemowin

April: Iskigamizige-Giizis
Mud: Azhashki
Sun Shines: Bagakaasige
April
Iskigamizige-Giizis

Ma’iingan Room News
Boozhoo Everyone!!

We like to say MIIGWECH!! For all the cooperation and understanding so far this year!! It’s been so great!! We just really appreciate the family to school and school to home communication for all the kiddos, we know it can busy at home and in school so miigwech for that!

We will be finishing our Tree Study, and it will continue into the month of April. **FRIENDLY REMINDER PLEASE SEND WARM CLOTHING AND APPROPRIATE GEAR FOR OUTDOORS.** We still go out everyday weather permitting and our weather is starting to warm up but still some cold days. We will be starting our Pet Study in mid April and that will go into May. The children have come so far in all areas of development, and the k-bound children are gearing up for that next step, and our carry over children are making leaps and bounds in their learning.

We always welcome parents, families and caregivers to come be part of our classroom whether it be field trips, outdoor time, meal times and other times of our day. It’s a very proud time for your child/children to show you what they do in a day. Spring time is on the way!! Hope EVERYONE had a GREAT SPRING BREAK!!

Miigwech!
Ms. Julie and Ms. Alicia
APRIL SHOWERS

Mashkodebizhiki Classroom Newsletter

Iskigamizige-Giizis (Maple Sugar Moon)

March sure has had some up and down temperatures. Be sure to send your kids to school with all the essentials they need if we decide to go outside; rain-boots, snow-pants, gloves, hats and winter jackets.

Please remember that; The Beautiful Thing About Learning Is Nobody Can Take It Away From You- B. B. King

Exciting NEWS

This upcoming month we will be celebrating and learning all kinds of new things.

- 1st we will begin with our new unit of Reduce, Reuse and Recycle. We will be Celebrating Earth Day and why it is so important to Recycle.

- 2nd we will intertwine Spring Crafts such as the life cycle of plants, make bird feeders and more.

- Finally, we will be exploring the outdoors to see what our Spring will bring.

FEELINGS!!! 2nd STEP

First, our students will be learning about Naming Feelings. We want them to be able to express using words on how they are feeling.

Second, they will get to learn all about Managing Disappointment. We want them to be able to understand and figure out a way to keep themselves calm.

Third, they will learn how to Manage Anger. We want them to know different ways of cooling themselves down when they are upset or angry.

Finally, they will learn how to Manage Waiting. We want them to know that things do take time and we need to be patient and wait our turn.

This Month's Highlights

- April 1st- EASTER/APRIL FOOLS’ DAY
- April 2nd- EASTER MONDAY/NO SCHOOL
- 5/11 Red Cliff Education & Career Fair
- April 22nd- EARTH DAY
- April 27th- NO SCHOOL
Migizi News

We hope everyone had a great spring break! This month we will be learning about earth day, how to reduce, reuse, recycle study, the week of the young child, and much more.

Please send your child each day with winter hats, gloves, snow pants, winter jacket, and winter boots, we go outdoors daily.

We are starting to use a lavender diffuser each day, all day in our classroom if your child has allergies or issues with this please let us know as soon as possible.

Miss linda, miss diann, and miss kathy
Agongos

We would like to welcome Patrice Fontecchio to the Home Base Staff!

This month we have a home base social from 10-Noon on Friday the 6th, in Large Motor at the ECC.

Our second home base social will be on Friday the 27th from 10am-Noon in Large Motor at the ECC.

As always, we are thankful for each of our families letting us into their homes and being a part of their child’s learning. Miigwech!

Aaniin ezhiwebak?

ECC/Tribe Closed: Easter Monday, April 2nd
Home Base Social: Friday, April 6th: 10am-Noon
RC Education & Career Fair: Friday, April 20th
NO SCHOOL DAY: Friday, April 27th
Home Base Social: Friday, April 27th: 10am-Noon

“Apane ji-mikwendamang gaa piimiinigooyang Anishinaabe bimaadiziiwin!”
Red Cliff Early Childhood Center
Policy Council Special Meeting Minutes
Wednesday February 28th, 2018
9:00am

Meeting called to order by Joanne Peterson @ 9:10 am

Attendance: Joanne Peterson, Shannon Johnson by phone, Andrea (Auna) Bresette and Rebecca (Becca) Miller. Absent: Cheri Defoe, Melody Hanson, Devon Defoe and Johanna Wilson

Others Present: Nicole Boyd, Head Start Director; LaVonne Goslin, Early Head Start Director; Cindy Garrity, Family Services Manager and Patt Kenote- DePerry, Health and Mental Wellness Manager.

Approval of Agenda
Becca motion to approve the agenda, seconded by Auna, all in favor, motion carried.

2018-2020 Red Cliff Early Childhood Center Policy and Procedures: LaVonne walked the policy council through the Policy and Procedures and explained the changes, deletions and additions.

Becca motion to approve the 2018-2020 Red Cliff Early Childhood Center Policy & Procedures with changes, additions and corrections, second by Auna, all in favor, motion carried.

Auna motion to move the 2018-2019 Red Cliff Early Childhood Center Budget into executive session, second by Becca, all in favor, motion carried.

Executive Session:

Auna motion to go into executive session at 10:38 am, second by Becca, all in favor, motion carried.

Auna motioned to come out of executive session at 11:02 am, second by Becca, all in favor, motion carried.

Auna motion to approve the 2018-2019 Red Cliff Early Childhood Center Budget with changes, second by Becca, all in favor, motion carried
Other

Nicole informed the policy council that we will be having our Federal Review the week of April 30th 2018.

Next monthly meeting will be Tuesday March 13th 2018 at 9:00 am.

Adjourn: Motion by Auna to adjourn at 11:04 am., seconded by Shannon, all in favor, motion carried.

[Signature]
Policy Council Chair

Date

Minutes taken by Cindy Garrity, Family Services Manager
Meeting called to order by Cheri Defoe @ 9:00 am

Policy Council Members Present: Cheri Defoe, Joanne Peterson, Andrea (Auna) Bresette, Rebecca (Becca) Miller, Devon Defoe, Johanna Wilson, Shannon Johnson arrived at 9:06 am

Policy Council Members Absent: Melody Hanson

Others Present: Nicole Boyd, Head Start Director; LaVonne Goslin, Early Head Start Director; Cindy Garrity, Family Services Manager

Approval of Agenda
Auna motion to approve the agenda, seconded by Becca, all in favor, motion carried.

Approval of Minutes
Becca motioned to approve January 9th 2018 minutes, seconded by Joanne, all in favor, motion carried.

Financial reports
Policy Council was provided the Early Head Start and Head Start financial reports through January 2018. The ECC have achieved the in-kind amount and will plan to request an in-kind waiver for next year once an identified projection is complete.

Menu:
Policy Council reviewed menu for March 2018. Joanne motion to approve menu for March, Becca second, all in favor, motion carried. Policy council was happy to see the 3 hot meals a week.

Program Summary
Policy Council reviewed the program summary. Discussion about improving the Health records request process.

2017-2018 Updated Early Childhood Center Community Assessment
Community Assessment Update was presented along with discussion about each area. Policy was informed that we have our own machines for vision and hearing screenings with trained people to operate them.
Motion by Joanne to approve the 2017-2018 Updated Early Childhood Center Community Assessment with changes, second by Becca, all in favor, motion carried.
2018-2019 Red Cliff Early Childhood Center Training Plan
Training Plan presented and discussed. Motion by Joanne to approve the 2018-2019 Red Cliff Early Childhood Center Training Plan with changes, second by Becca, all in favor, motion carried.

2018-2019 Red Cliff Early Childhood Center Program Purpose, Goals and Objectives
Program purpose, goals and objectives were presented and discussed. Motion by Devon to approve the 2018-2019 Red Cliff Early Childhood Center Program Purpose, Goals and Objectives, second by Auna, all in favor, motion carried.

Red Cliff Early Childhood Policies and Procedures
Motion by Joanne to table the Red Cliff Early Childhood Policies and Procedures, second by Becca, all in favor, motion carried.

Quarterly Reports October-December 2017
Reports provided out to Policy Council.

Information Memorandum from Administration for Children and Families (fifty percent; Duration requirements)
Information Provided to Policy Council.

Other
Request for a special Policy Council meeting on Tuesday February 27th at 9:00 am.

Adjourn
Motion by Auna to adjourn at 10:20 am., second by Devon, all in favor, motion carried.

Policy Council Chair

Date

3-19-18

Minutes taken by Cindy Garrity, Family Services Manager
Tribal Wardens & Treaty Natural Resources staff lend a hand teaching a cultural activity at ECC

Despite the weather a good time was had by all at the ECC sugarcane camp in March 2018. Red Cliff Tribal wardens Mark Duffy and Lucas Cadotte led groups of ECC children in tapping maple trees at Little Sand Bay National Park. Warden Lucas Cadotte along with the children gave the tree a hug, this was their method of thanking the tree and trying to coax the sap to run.

Also assisting in this activity were employees from the Red Cliff Treaty Natural Resources Division. Water Resource Technician Tanner Bresette is a regular participant in the activities at the sugarcane. The ECC staff participants were comprised of the usual gang under the direction of Cindy Garrity and John Helms. All three head start classrooms (Ma’iingan, Migizi, Mashkodebizhiki and Makwa) participated in tapping the maple trees and collecting sap. The weather has been a bit too cold for collecting and has been less than ideal overall, so the boiling and reducing portion has not occurred to date. Stay tuned for details on future sugarcane activities!
Red Cliff Education & Career Fair @ Legendary Waters
Friday May 11th 2018 10:00am-3:00pm

Featuring Local Vendors
Connect with Employers, Schools and more

For Information Contact 715-779-5030
Jenny Defoe ext. 2533
Cindy Garrity ext. 2551
Tony Gilane ext 2552

Open to Everyone
Special thanks to the following sponsors: Red Cliff ECC, Legendary Waters Resort & Casino, Red Cliff Band, Red Cliff Native Connections
DEEP CLEAN CHECKLIST:

HOUSEHOLD:
- Organize Closets
- Dust / Clean All Mirrors, Frames and Decorative Items
- Dust / Vacuum All Lamps, Lamp Shades
- Remove Cobwebs
- Wash Walls / Touch Up Paint
- Wash Skirting Boards, Door Frames and Doors
- Dust Light Fixtures and Fans
- Dust / Polish Wall Decor
- Clean Windows / Blinds / Screens and Tracks
- Dust / Wash or Replace Air Vents if Necessary
- Vacuum & Shampoo All Carpets
- Dust / Shine Overhead Lights, Replace Burnt Out Blubs
- Move All Pieces of Furniture & Sweep / Vacuum / Dust
- Wash Curtains
- Dust / Polish / Wax All Furniture

LIVING ROOM:
- Clean Television Screen
- Dust / Clean All Appliances and Electronics
- Wash All Throw Pillows & Blankets
- Wash / Clean All Slipcovers, Upholstery and Curtains
- Wax / Dust / Polish Any Furniture
- Vacuum Couch Crevices, Fluff All Pillows and Cushions
- Clean Out Fireplace If Necessary

BEDROOMS:
- Dust Blinds / Wash Curtains
- Wash All Bedding Including Duvet
- Dust / Clean Mirrors, Frames & Decorative Items
- Flip Mattress / If Using Pillow Top Rotate Mattress
- Clean Mattress By Mixing Baking Soda & Lavender Oil
- Spread Over Mattress, Wait 1 Hour and Vacuum Up
- Clean Out All Closets, Cupboards & Dressers
- Take Out All Unwanted / Unused Items & Donate
- Reorganize & Put Clothes Away
- Dust / Polish / Wax Any Furniture

OFFICE:
- Dust / Polish / Wax Any Furniture
- Dust / Clean Computer, Keyboard and Monitor
- Clean Out / Organize All Drawers & Shelves
- Clean Out Files / File Cabinets
- Organize House Paperwork & Bills
- Shred Old / Unnecessary Documents

KITCHEN:
- Wash Kitchen Cabinets / Drawers / Shelves Inside & Out
- Deep Clean Freezer - Defrost and Clean Out
- Deep Clean Oven / Microwave / Dishwasher
- Move Stove & Vacuum and Mop Behind It
- Vacuum Stove Vents
- Move Fridge & Vacuum and Mop Behind It
- Vacuum Coils On Fridge
- Clean Food Trap in Dishwasher
- Deep Clean Fridge Shelves, Tray and Doors
- Get Rid of All Expired Food and Over Used Items
- Shine / Disinfect Sink
- Clean Counters / Backsplash - Disinfect
- Sweep / Mop Floor and Wax If Necessary
- Clean / Purge / Organize Cabinets, Pantry & Cupboards
- Wash / Polish All Silverware

BATHROOMS:
- Remove Scum Using Water, Vinegar & Lemon Juice
- Get Rid of Toilet Rings w/ a Swipe of a Dryer Sheet
- Fill a Bag w/ Vinegar & Tie Around Shower Head
- Leave Overnight & It Will Run Like New
- Wipe Down Faucet with Dryer Sheet To Make Shiny
- Wash Shower Curtains / Liners
- Clean Mirrors
- Wash Bathmat / Towels
- Disinfect / Scrub Sink, Toilet Bowl, Shower & Bath
- Mop Floors
- Clean / Disinfect Counters
- Clean Under Countertops and Reorganize Cupboards
- Throw Away Any Old Products & Expired Medication
- Scrub / Reseal Tile Grout
- Check / Fix Any Leaks & Clegs

UTILITY SPACE:
- Clean Washing Machine By Running 1 Cycle w/ Bleach
- Run Another Cycle w/ White Vinegar
- Sweep / Mop Under Washing Machine / Dryer
- Vacuum Out Linet Buildup
- Clean Out / Organize Attic & Basement
- Sweep / Clean / Organize Garage
- Wash A/C Unit & All Filters / Replace If Necessary
- Check Electrical Box (Label Everything Accordingly)

OUTSIDE/ENTRY/PORCH:
- Clean Sliding / French / Front / Back Door Inside & Out
- Scrub Porch Ceiling, Walls & Floor
- Power Wash Exterior, Touch Up Paint If Necessary
- Check Windows For Cracks - Recapull
- Clean Out / Repair Gutters
- Clean Outdoor Fixtures, Repair & Replace Bulbs
- Wash Down And Clean All Outdoor Furniture
- Tighten Loose Screws, Stain & Reseal Porch
Declutter Your Home

CHECKLIST

Kitchen
☐ Match food storage containers & lids. Discard mismatches.
☐ Clean out underneath the sink. Discard expired cleaners.
☐ Wash out garbage cans.
☐ Clean oven. Use the self-cleaning option or clean it manually.
☐ Clean fridge. Throw out old condiments and food. Wash all surfaces.
☐ Replace deodorizer.
☐ Clean the microwave.
☐ Go through cupboards and discard old and half eaten items. Restack all items orderly.
☐ Go through dishes and get rid of ones you don’t use.

Laundry Room
☐ Discard broken hangers, clothing tags, lint or other trash.
☐ Clean out lint trap with the vacuum cleaner.
☐ Wipe up any detergent spills on washer, dryer, counters, shelves and floors.
☐ Go through detergents, stain removers and discard empty or expired items.
☐ Move dryer and vacuum lint from under dryer, in and around hose.

Bathrooms
☐ Wash out trash can.
☐ Clean out underneath sink. Discard any expired items.
☐ Clean out drawers and cupboards. Wipe down.
☐ Go through medicine cabinets and discard expired medications properly.
☐ Remove calcium and lime deposits from showerheads, toilet bowls and water faucets.
☐ Wipe down doors and walls to remove water streaks and other grime.

whilehewasnapping.com

Boys & Girls Club

Date: April 2018
Time: 4:30-6:30pm

Red Willow
DreamCatcher
Making
Thursday Nights
4:30-7:30pm

Community is welcome to attend
Come join us at the
Boys & Girls Club of Gitchigami

For more info
Please contact
Michael Charette
715-779-3722
Open Tues–Sat 12–8pm
BEADING NIGHTS

Tuesdays April 2018
Time: 5:00-7:00pm
Boys & Girls Club of Gitchigami

Winter time is a time of coming sharing stories and doing some arts and craft projects. Tuesday night from 5-7pm we will be starting beading projects. Loom work, daisy chains, zigzag chains, Please join us!

Michael Charette 715-779-3722
Swimming Days

Every Wednesday in April 2018
Dates: April 4th, 4:30-6p-11th, 4:30-6p
18th 4:30-6p & the 25th 4:30-6p 2018
Please Sign-Up Ages 8-18
Boys & Girls Club of Gitchigami
MIIGWETCH

Activities Subject to Change Please Call Ahead
contact Scooter at 715-779-3722.
Boys & Girls Club of Gitchigami & the Brighter Futures Initiative (BFI) 
Have tapped trees on the end of merchant lane, and bishop loop. 
We will be traveling on a daily basis 4pm from the B&Gs Club to gather sap. 
Boiling the sap will take place be at the B&G Club TBA 
Once the Sugar Bush is done running we will have a 
pancake feed at the Club TBA 

Everyone is welcome and encourage to participate. 

For more info contact 
Michael Charette 715-779-3722 
Scott Babineau 715-779-3706
# April 2018

Iskigamizige-giiizis (Sugarbushing Moon)

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<td>5 Spaghetti 4p Volley ball 4-530 Red Willow dream-catchers 4-530p Tutoring 4-5p 7-8th 3on3 4-530p</td>
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Activities subject to change please call ahead 715-779-3722 thank you B&Gs Staff
Kids Cooking
Cookie
Recipe Cards
Cinnamon Butter Cookies

1 cup butter
3 eggs, beaten
½ teaspoon nutmeg
1 teaspoon vanilla extract

1 cup sugar
2 teaspoons cinnamon
3 ½ cups all-purpose flour

In a large bowl beat the butter and sugar together. When light and fluffy add the beaten eggs and beat until well blended. Stir in 1 teaspoon of the cinnamon, all the nutmeg, flour and vanilla extract. Stir until mixed through. Shape into a log shape and wrap with cling film. Place in refrigerator for approximately 4 hours until chilled. Preheat oven to 350F and grease two cookie sheets. Unwrap the dough and place on a lightly floured surface. Cut into ¼ inch slices and place an inch apart on cookie sheets. Bake approximately 8 to 10 minutes or until golden and baked through. Mix the remaining teaspoon of cinnamon and a little sugar and sprinkle over the cookies as soon as they come out of the oven. Transfer to wire racks to cool completely.

Heart-Shaped Cookies

1 cup butter
1 cup confectioner’s sugar
1 egg
1 teaspoon vanilla extract
2 ½ cups all-purpose flour
1 teaspoon baking soda
1 teaspoon cream of tartar

In a large bowl combine the butter and sugar. Beat in the egg and vanilla and mix well. Mix in the flour, baking soda and cream of tartar. Mix until smooth. Divide dough into three equal pieces.

Work with one dough piece at a time. Roll out on a lightly floured surface. Using cookie cutters cut out two equal sized heart shapes for each cookie. Then using a smaller heart shaped cookie cutter cut out another heart in the center of one of the heart shaped cookies. Spread the solid heart cookie with a little strawberry jam/jelly and place on cookie sheet, top with the second cookie (the one with the heart-shaped center cut out). The center of each cookie will reveal a red jelly heart.
Easy Lemon Drop Cookies
1 1/2 cups flour
1 cup sugar
1/4 teaspoon salt
1 teaspoon baking powder
1/2 cup butter
1 egg
1 teaspoon lemon extract
Mix butter and sugar in large bowl until creamy. Mix in egg and lemon extract. In another bowl sift together flour, baking powder and salt.
Add flour mixture to butter mixture and mix well. Drop by teaspoonfuls onto lightly greased cookie sheets. Bake at 350F for 9 to 10 minutes or until lightly golden. Cool for 5 minutes before removing to wire rack to cool completely.

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Lemon butter cookies
3 cups all-purpose flour
1 teaspoon salt
1/2 teaspoon baking soda
1 1/2 cups sugar
3/4 cup butter (room temperature)
1 large egg
1/4 cup fresh lemon juice
2 tablespoons finely grated lemon peel (optional)
Mix together flour, salt and baking soda in bowl and set aside. In a large bowl, mix together butter and sugar until creamy. Beat in egg, lemon just and lemon peel. Gradually blend in flour mixture. Roll the dough into 2, 9-inch log shapes. Wrap in cling wrap and refrigerate until firm (about one hour). Cut dough into 1/4-inch thick slices. Sprinkle slices with sugar (optional) and place on lightly greased cookie sheets. Bake at 350F for about 10 to 12 minutes or until golden around edges. Cool for 5 minutes before removing to wire rack to cool completely.

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**Lemon Raspberry Cookies**

2 cups flour  
1 cup butter (softened)  
3/4 cup sugar  
2 egg yolk  
2 tablespoons fresh lemon juice  
2/3 cup raspberry jam  

Preheat oven to 350 F. Mix butter and sugar until creamy in large bowl. Add egg yolks and lemon juice. Mix well. Mix in flour completely. Shape dough into small balls. Arrange on cookie sheets about 2 inches apart. Using your thumb or small teaspoon make a small indentation in the center of each ball. Bake for about 12 to 15 minutes or until lightly golden. Cool cookies for 5 minutes before removing to wire rack to cool completely. Once cooled, fill holes with jam and serve.

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**Raisin Cookies**

1 cup butter, softened  
2/3 cup sugar  
2 eggs, beaten  
1 1/2 cups unbleached all-purpose flour  
1/2 teaspoon salt  
1 1/2 teaspoons vanilla extract  
1 cup raisins  

Preheat oven to 375F. Lightly grease two cookie sheets. Mix the butter and sugar together well in a large bowl. When soft and fluffy add the beaten eggs, flour, salt and vanilla. Beat until well blended (you can use an electric mixer to make this easier). Drop by teaspoonfuls onto the baking sheet and smooth them into rounds using the back of the spoon. Place some raisins on each round and bake for approximately 8 to 10 minutes until golden and baked through. Turn to wire racks to cool.

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Snow Drop Cookies
1 cup butter
1/2 cup sugar (powdered and sifted)
1 teaspoon vanilla
2 1/2 cups flour (sifted)
1/4 teaspoon Salt
3/4 cup chopped pecans

Cream butter and sugar in a large bowl and mix in vanilla. Sift flour and salt together and add to the sugar mixture. Gently fold in the chopped pecans. Shape mixture into golf ball sized balls. Place on an ungreased cookie sheet and bake for approximately 15 minutes at 350F or until baked through and slightly golden.
While cookies are baking place a little extra powdered sugar in a bowl. Once the cookies are done baking roll through the sugar and set aside to cool.

Stained Glass Cookies
3 cups sifted flour 1/2 teaspoon baking soda
1/2 teaspoon salt 1 cup brown sugar
1 cup butter (melted) 1/3 cup honey
1/4 cup water Bright colored hard candies
Cookie cutters

Mix the butter, sugar and honey in a large bowl and add water, mix until smooth. Combine the salt, baking soda and sifted flour in a large bowl. Add butter mixture to flour mixture and knead the dough a little with your hands. Wrap up roll in cling film and place in freezer for approximately 20 to 30 minutes. While the dough is chilling unwrap a selection of round hard candies and set aside.
Once the dough is ready roll it on a lightly floured surface and cut out shapes using cookie cutters. Using the tip of a knife cut out a circle in the center of the cookie to approximately fit the hard candy. If you’re cookie is meant to be an ornament make a hole at the top using a straw. Bake at 350F for approximately 6 to 8 minutes or until lightly golden, remove from oven and allow to cool for a few minutes. Place the hard candy in the center of cookie and bake for another minute or so (just until the candy slightly starts to bubble). Remove from oven and allow to cool completely before displaying or eating.
**Snickerdoodles**

1 Cup butter  
2 Cups sugar  
2 eggs  
1/4 Cup milk  
1 teaspoon vanilla  
3 3/4 Cups flour  
1/2 teaspoon baking soda  
1/2 tsp cream of tartar  
3 Tablespoons sugar  
1 teaspoon cinnamon

In mixing bowl, blend together butter, sugar, eggs, milk and vanilla until smooth. Add flour, baking soda and cream of tartar. Combine. In separate small bowl, stir together 3 T. sugar and 1 tsp cinnamon. Scoop balls of dough and roll into cinnamon sugar mixture. Place on cookie sheet. Press down each cookie ball flat with the bottom of a glass. Bake at 375 degrees for 8 minutes.

**Oatmeal Cookie Pizza**

1/2 C butter, softened to room temperature  
3/4 C brown sugar  
1 1/2 t vanilla extract  
1 C quick cooking oats  
1/2 t baking soda  
1 (12.6 oz.) bag of M&M's or chocolate candies  
1/2 C chopped pecans  
1 egg  
1 C of flour  
1/2 t baking powder  
1/4 t salt  
1/4 C sweet coconut, flaked

Preset the oven temperature to 350 degrees. Generously spray a 12 inch pizza pan with a non stick cooking spray. Place the softened butter in a small mixing bowl. Add the brown sugar and beat on low speed until creamy. Bread the egg in the bowl and add the vanilla. Beat on medium speed until well combined. Stir in the oats, baking powder, baking soda and salt until blended in well. Stir in 1 C of the M&M candies. Press the batter onto the prepared pizza pan. Sprinkle the top of the batter with the pecans and coconut. Press the remaining M&M's into the batter. Bake 20 minutes or until golden brown. Cool on a wire rack then cut into triangles.
Kids Cooking
Pizza
Recipe Cards
Individual Serving Pizzas
thin crust recipe makes 4.
1 cup of warm water
½ package of active dry yeast (about 1 & 1/8 teaspoon)
1 and ½ teaspoon of granulated sugar
½ teaspoon of salt
3 Tablespoons of extra virgin olive oil
3 cups of bread flour
Blended Pizza Cheese (Mozzarella and Provolone)
This dough does not have to rise. In a large bowl, combine the warm water with the yeast, sugar, oil and salt. Mix until the yeast dissolves. Using a wooden spoon, mix in the flour, ½ cup at a time. Once it’s all mixed together, knead it on a floured counter until it feels elastic. Divide into 4 parts, roll each into a ball and let it rest for 10 minutes. Flatten each ball out into a crust and assemble your pizzas together. Preheat the oven to 425 degrees. Bake for 11 to 17 minutes.

Homemade Pizza Dough
3 Cups flour
2 Tablespoons oil
2 eggs
1 Cup warm water
1 teaspoon salt
1 Tablespoon yeast
pinch of sugar
In a measuring cup add warm water, yeast and pinch of sugar. Set aside. In a mixing bowl add flour, salt, oil and eggs. Blend together. Pour water mixture in your dough and allow to mix several minutes. Take out and knead several minutes. Let set for 1 hour.

Pat dough in 2-8 or 9 inch circle pans and press up the edges. Add your sauce, cheese and pizza toppings. Bake at 425 degrees for 20-30 minutes until golden brown.
White Pizza

pizza dough
1 Cup cottage cheese
1/4 Cup Parmesan cheese
1 Cup mozzarella cheese
Garlic salt
Italian seasoning

Pizza toppings such as sliced tomatoes, chopped basil, chopped spinach, chopped parsley, sliced onions, sliced peppers
Lay your pizza crust on your pizza pan. Spread three cheeses over crust. Sprinkle with garlic salt, Italian seasoning or any other seasonings you'd like. Add your toppings. Bake at 425 degrees for 20-25 minutes until pizza is golden brown.

Bubble Pizza

1 1/4 lb. ground beef
1 jar pizza sauce
2 tubes refrigerator biscuits
1 1/2 cups shredded mozzarella cheese
1 cup shredded cheddar cheese

Brown the beef in a skillet and drain.
Mix pizza sauce hamburger and simmer until heated through.
Quarter the biscuits and place in a 13-in x 9-in x 2-in greased baking dish. Top with beef mixture.
Bake uncovered at 400 degrees F for 20 minutes.
Sprinkle with cheeses and bake 5-10 more minutes.
Zucchini Crust Pizza Pie

2 cups shredded zucchini
1 tsp salt
1 cup shredded mozzarella, divided
1/4 lb ground meat (beef, pork, turkey, chicken, or omit)
1 small onion, diced
1 garlic clove, minced
other pizza style toppings as desired

Preheat oven to 400 degrees and oil a pie pan with olive oil or cooking spray. Mix the shredded zucchini with salt in a bowl and let stand for 15 minutes. Dump the zucchini into a colander to drain liquid, then take paper towels and squeeze zucchini to absorb more of the liquid. Put dried zucchini into a bowl and add the egg and 1/2 cup of the mozzarella cheese, mix well to combine. Press the zucchini/mozzarella mixture into the pie pan, evenly pressing it on the bottom to form a pizza crust. Bake in preheated oven for 15 to 20 minutes or until slightly browned and set up. The cheese and egg will bind the zucchini together. When baked, remove and let stand at room temperature. Meanwhile, put the meat and onion in a skillet and brown meat. Add the tomato sauce, garlic, and oregano and stir to combine; remove from heat. Spoon the tomato mixture over the cooled zucchini crust and cover with the remaining 1/2 cup mozzarella cheese. Add any other toppings you'd like at this point. Bake for 15 to 20 until cheese is melted.

Grilled Garden Veggies Pizza

1 (12 inch) pizza crust
2 Tbsp olive oil
1 small eggplant, scrubbed and sliced into thin circles
1 small sweet potato, peeled and sliced into thin circles
1 sweet red bell pepper, seeded and sliced into thin circles
salt and pepper to taste
1 can (6 oz) tomato sauce (pizza sauce, marinara, or anything you like)
1 can (6 oz) shredded mozzarella cheese
chopped fresh basil

Prepare grill to medium heat. Put the prepared eggplant, sweet potato, and red bell pepper in a large bowl, drizzle with the olive oil, and toss to combine. Heat grill and put the veggies on and grill until softened but still a little firm; set aside. Flatten the pizza dough out on a work surface and brush with a bit of olive oil and sprinkle with salt and pepper. Grill for about 2 minutes, flip then grill another 2 minutes; remove to a pizza pan or baking sheet. Spread the tomato sauce over, then add mozzarella evenly over the top and the grilled veggies next, then top with the basil. Put pizza (on pan) back on grill just long enough to melt the cheese, then remove. Let sit for a few minutes before cutting.
**Pizza Bites**

1 (4 oz) pkg. pepperoni slices  
1 green pepper, diced  
1 onion, diced  
1 C cherry tomatoes, halved  
1/4 C Italian dressing  
1 C Mozzarella cheese, shredded  
1 (13.4 oz) pkg. refrigerated pizza dough

Place the oven on 400 degrees and allow the oven to heat while preparing the pizza bites. Spray a large baking pan with a non stick cooking spray. Place the pepperoni in a mixing bowl. Add the green pepper, onion and tomatoes to the bowl and toss to combine. Pour the dressing into the bowl and toss again to make sure all the ingredients are covered well. Spread the mixture evenly into the prepared baking pan. Sprinkle the cheese over the top of the entire mixture. Unroll the pizza dough and cut it into 2 inch pieces with a sharp knife. Lay the dough pieces over the top of the pepperoni mixture. Bake 10 minutes or until the top is a golden brown.

**Pizza Chicken**

8 chicken breasts, boneless and skinless  
1/4 tsp. salt  
1/8 tsp. pepper  
1 medium onion, diced  
1 lg. green bell pepper, diced  
2 C pizza sauce  
1 C shredded mozzarella cheese

Season the chicken with the salt and pepper on both sides. Place the chicken in the bottom of the crock pot. Add the onion and pepper being sure to spread them out over the chicken. Pour on the pizza sauce. Cover and cook on low 4 1/2 hours. Turn off the heat and stir together well. Sprinkle the cheese over the top and replace lid. Let stand 10 minutes while the cheese melts completely.
Pizza Quesadilla
8 flour tortillas
1 C of pizza sauce
1 C of cheddar cheese, shredded

Lay 4 tortillas into a non stick skillet and place over low heat.
Spread 1/4 C of sauce evenly over each tortilla.
Sprinkle each tortilla with cheese.
Place a second tortilla over the top.
Cook 5 minutes or until the bottom is lightly browned.
Carefully flip the tortilla and cook an additional 3 minutes or until nicely browned.
Remove and cut into triangles.

Breakfast Pizza
1 (16 oz.) Italian bread shell
1 C of three blend cheese, shredded
1 C of ham, cooked and chopped
2 large eggs
1/2 C of milk

Preheat the oven to 400 degrees and allow the oven to preheat.
Place the bread shell on an ungreased baking sheet.
Sprinkle the shell evenly with the cheese.
Layer the ham over the top of the cheese.
In a bowl whisk together the eggs and milk until well combined.
Pour the egg mixture onto the center of the pizza.
Bake 12 minutes or until the eggs are set and the cheese is melted.
Cut into pizza wedges before serving.
SAFETY AND INJURY PREVENTION

Tips for Families from the National Center on Early Childhood Health and Wellness

Safety and Injury Prevention for Young Children Is:

- Making sure children have safe places to grow and learn
- Protecting children from danger
- Teaching children what to do to be safe

Why Is It Important?

Children Like to Explore But Need:

- Safe places to play
- Adults who watch and listen so they can prevent an injury before it happens
- Opportunities to practice new skills safely

When Children Are Safe, They Are More Likely To:

- Be injury-free
- Focus on learning
- Explore new situations with confidence

Things You Can Do to Help Your Child

- At Home:
  - Keep all medicine, cleaning and harmful products away from children.
  - Use cabinet locks and electrical socket covers.
  - Use safety gates on stairs.
  - Use cribs with fixed sides rather than drop sides.
  - Keep cribs away from windows and blind cords.
  - It is best to use cordless window coverings, if possible. If not, keep cords tied high out of children's reach.
  - Put babies to sleep on their backs in a crib with no soft blankets, pillows or bumpers.
  - Keep children away from hot foods and liquids.

- Turn pot handles to the back of the stove.
- Set your water-heater thermostat to 120 degrees or less.
- Keep children away from heaters or fires.
- Have a smoke alarm on every floor. Replace batteries in the spring and fall.
- Get a carbon monoxide detector, if you do not have one.
- Check with your local fire station to see if they can help you find a smoke alarm or carbon monoxide detector.
- Ask your pediatrician about foods and small objects that can cause choking.
- Make and practice an escape plan.
Things You Can Do to Help Your Child

Continued from previous page

- **Outside:**
  - Use sunscreen.
  - Teach your child to stay out of the street.
  - Look for playgrounds with soft surfaces instead of dirt or grass.
  - Watch your child closely on the playground.
  - Remove drawstrings from clothing.
  - Keep shoelaces short and tied.

- **Water Safety**
  - Know that a child can drown in any amount of water that covers his mouth and nose.
  - Always stay within arm's reach of your child if he is in or near water.
  - Learn to swim, and take your child to professionally supervised swim lessons.
  - Use four-sided fences with self-latching gates around pools.
  - Learn cardiopulmonary resuscitation (CPR).

- **Car and Truck Safety**
  - Choose a car seat that is right for your child's age, height, and weight.
  - Choose a seat that fits in your car or truck and use it all the time.
  - Ask your Head Start staff where you can go in your community to learn how to install your child's car seat safely.
  - Be sure that children younger than 13 only sit in the back seat.
  - Never leave your child in a car without an adult.
  - Teach children that vehicles are never safe places to play. Even if the windows are open, young children can become dangerously overheated within the first 10 minutes.
Help Prevent Asthma: Keep Your Home Smoke-Free

Why Is It Important?
- Children should be in places that are smoke-free, all of the time.
- Secondhand and thirdhand smoke are triggers for asthma, but you can avoid them.
- Cigarette smoke and e-cigarette smoke contain chemicals, including some that can cause cancer.

What are E-cigarettes or Vapes?
E-cigarettes produce vapor-containing flavored liquids and nicotine. The vapor is not harmless and can damage children's growing lungs.

What Is Asthma?
Asthma is a condition that causes swelling and narrowing of the airways. Asthma can cause chest pains and tiredness, and make people wheeze and cough.

What Is Secondhand Smoke?
Secondhand smoke is tobacco smoke in the air. It is the smoke that people breathe in from cigarettes, e-cigarettes or vapes, pipes, and cigars.

What Is Thirdhand Smoke?
Thirdhand smoke is smoke that stays on surfaces and fabric even after someone finishes smoking.

Things You Can Do to Help Your Child

- The most important thing you can do to help a child with asthma is to have a smoke-free home.
- Secondhand smoke is never safe.
- Secondhand smoke can cause infections.
- Because children are smaller and still growing, secondhand smoke is even more dangerous for them than it is for adults.
- Children are in the hospital for asthma more often than for most other health problems.
- Children with asthma miss more days of school than children without asthma.
- If a child has asthma, breathing in secondhand smoke can cause more severe asthma attacks.
- Being near secondhand smoke can cause children without asthma to have asthma-like symptoms.
- Chemicals from tobacco smoke (thirdhand smoke) may stay in the air and on your clothes for days or weeks after a cigarette is put out.
- Thirdhand smoke is never safe.
- Your pediatrician can help you or others quit smoking.
Healthy Habits Start Early

For Your Toddler

- Offer your toddler healthy snacks like small cubes of cheese, sliced banana, or whole grain crackers two to three times per day. This will help him stay full in between meals and reduce hunger-related temper tantrums.
- Try to be patient with picky eaters. He may need to try a food 10 to 15 times over several months before he will eat it.
- Try giving your toddler a choice between two healthy options. He will be more likely to eat healthy food if he picks it out.
- Milk and water are the healthiest drink choices for your toddler. Soda pop, 100% fruit juice, and sport drinks add extra calories to his diet and can harm his teeth.

For Your Preschooler

- Let your child help you in making healthy meals and snacks. She will be more likely to try healthy foods if she helps out.
- Try to keep your kitchen stocked with simple, healthy snacks like carrots, sliced apples and peanut butter, or string cheese. This will help you and your preschooler eat healthy, even on busy days.
- Milk and water are the healthiest drink choices for your preschooler. Soda pop, 100% fruit juice, and sport drinks add extra calories to her diet and can harm her teeth.

For Yourself and Family

- Your child is learning healthy habits by watching you. Try to eat healthy too.
- Set playtime, mealtime, and bedtime routines to make day-to-day life less stressful.
- Talk with your child's doctor, Head Start staff, and other parents to get healthy eating tips.
**Earth Day food and fun**

Every April 22, we celebrate Earth Day—a time to focus on the planet’s health. Get your youngster involved, and encourage her to focus on her own health, too, with these eco-friendly activities.

**Enjoy a waste-free meal**
Can your family eat an entire meal without wasting any food? One idea is to cut food into smaller pieces before family members serve themselves. For example, set out platters of grilled chicken strips, baked potato halves, and apple slices. Encourage everyone to take only what they think they will eat.

**Throw a leftovers “party”**
With your youngster, look through your refrigerator, and make a list of leftovers or other items that need to be eaten soon. Then, she could use her list to create a menu for a meal of leftovers. For instance, she might suggest a casserole with leftover rice and veggies or banana pudding made with overripe bananas for dessert.

**Join a cleanup**
Participate in a neighborhood or park cleanup, and enjoy a picnic afterward. Get trash bags and gloves for picking up litter. Let your child help you pack nutritious foods, such as turkey wraps and fruit salad, in reusable containers. After you’ve worked up a sweat cleaning up the trash, wash your hands, and eat together.

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**Easy-on-your-wallet protein**

Protein is the building block of your child’s bones and muscles. By choosing meatless protein more often, you’ll save money and keep the choices healthy. Consider these ideas.

- **Eggs, cheese, and milk**. Combine these three protein-rich ingredients for a simple meatless dinner. You could make scrambled egg burritos, omelets, or even a quiche in a store-bought crust. **Note**: Try to use nonfat milk and low-fat cheese.

- **Beans and legumes**. Plant proteins like these are low in fat and cholesterol. Stretch your protein budget by mixing 1 can black beans (drained, rinsed) with 1 lb. lean ground beef or turkey for burgers or meatloaf. Or toss whole-grain noodles with peas or white beans instead of sausage.

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**BEST BITES**

Better sports snacks
Whether it’s your turn to provide team snacks or your child is picking out his own post-practice snack, help him choose something nutritious. Browse the produce aisle for fresh fruit like oranges or grapes. Or look for a winning combination of protein and complex carbohydrates, such as string cheese with whole-wheat crackers.

**Dance away**
Hip-hop, tap, ballet...dancing strengthens muscles, improves flexibility, and gives your youngster’s heart and lungs a workout. Put on music, and invite her to dance with you or with friends. Is there a style she especially enjoys? Consider signing her up for low-cost classes through your parks and recreation department.

**Asparagus is in season, which means it’s at its height of flavor and low point in price. To cook, break off the tough ends, and toss with olive oil, salt, and pepper. Roast on a baking sheet at 400° for 10 minutes, top with Parmesan cheese, and cook 5 minutes more.**

**Just for fun**

**Mom**: Eat your spinach. It’ll put color in your cheeks.

**Jack**: But I don’t want green cheeks!
Join the (fit) club!

Starting a neighborhood fitness club can motivate your youngster to stay active with friends. Here’s how.

Organize. Let your child invite friends over for a planning meeting. Encourage them to start by coming up with a fun name for their club like “Kids on the Move” or “The Fit Crew.”

Brainstorm. They could think up fun activities, such as playing softball or kickball in their backyard, hosting activity “classes” in their homes, or meeting at the neighborhood pool.

Beanbag toss

Here’s a backyard game that’s almost as much fun to make as it is to play. Together, follow these simple steps to create your own beanbag-toss set, then aim, throw, and score!

Make it. Turn a large, shallow cardboard box upside down. Give your child a small round paper plate, and have him trace a circle about six inches from one edge of the box. Cut out the circle. Then, prop up the target end of the box on a phone book or a block of wood. Make six beanbags by filling old socks with dry beans and closing them securely with rubber bands.

Play it. Give each person three beanbags. Take turns tossing one beanbag at the board. A player earns three points if his bag goes through the hole and one point if it lands (and stays) on the board. The first to reach 21 points wins.

Q&A Making takeout more nutritious

Q: On busy days, buying takeout often seems like our only choice for dinner. How can I make it healthier?

A: Together, collect or print out menus from places that offer nutritious items. Then, help your child circle or highlight the healthiest choices. On a pizza menu, she might circle thin crust and toppings like spinach and pineapple. For a sub shop, she could highlight whole-wheat bread, lean turkey, and lettuce. That way, she’ll see at a glance what to order when you’re in a rush.

Better yet, plan ahead when possible so you won’t need takeout. Have easy-to-cook items on hand like frozen vegetables, instant brown rice, or turkey meatballs. Or make a double batch of soup or a casserole on the weekend, and freeze half to defrost on a busy weekday.

Healthy homemade condiments

Store-bought condiments often come loaded with sugar and sodium. Try making these healthier versions with your child. (Note: Refrigerate each condiment in a jar for at least 2 hours before serving, and keep for up to 2 weeks.)

Honey mustard

In a small bowl, whisk together 1/4 cup Dijon mustard, 1/2 cup honey, and 1 tsp. lemon juice. Your youngster can dip in whole-wheat pretzel sticks or spread on a ham sandwich.

Duck sauce

Combine 1/4 cup each no-sugar-added preserves (apricot or peach) and applesauce. Stir in 1/4 cup rice vinegar, 2 minced garlic cloves, 1 tsp. low-sodium soy sauce, 2 tsp. minced ginger, and 1 tsp. chili powder. Serve with chicken or fish.
Screen Time

Tips on Screen Time

- Use screen time for interactive and creative activities. Read an e-book together with your child on a tablet; paint, color, or draw pictures together using safe, child-friendly web sites.
- Minimize commercial time. Try recording programs you trust and fast-forward through commercials or mute commercials when watching live shows.
- Have active screen time. Dance to YouTube videos; play video games that demand jumping, hopping, stretching, and other movement.
- Choose educational shows and games. Visit the library and ask for suggestions of educational DVDs or television shows you can check out; ask your child care provider to recommend learning games young children can play on a tablet or smartphone.

Balance with screen-free activities!
- At home: paint, color, or draw pictures; read a book together; make muffins, cookies, or bread; do a craft project; sing songs together.
- Outside: go on a picnic; jump rope; play in the leaves or in the snow; dig in the dirt and plant some seeds.
- In the neighborhood: go to a garage sale; take a walk; play at the park.

Keeping preschoolers entertained can be a difficult task due to their high energy levels. Build healthy habits by guiding high-energy preschoolers to screen-free activities they enjoy.
“How Much Screen Time?”

Aim for quality screen time rather than a specific amount of time. Play a touch screen game together. Talk about a television show while watching it. Toddlers learn best when they interact with other children and adults. Some screen time can be educational, but it is important not to go overboard. Other environments and learning experiences are important, too.

How does too much screen time affect children?

Too much screen time has negative impacts on preschool children’s health and wellbeing.

⇒ Television viewing among 3- to 5-year-old children is linked to being overweight and obese.

⇒ Children who spend more time watching screens interact less with their families, which means they have fewer opportunities to develop creativity, problem solving, reading, and learning skills.

How can you make screen time a learning experience for children?

Make screen time social! Use digital screen devices (tablets, smartphones, computers) as a time for children to interact with parents, sisters, brothers, other relatives, and friends.

⇒ Studies show children over 3 years old can benefit from carefully monitored screen time experiences that share high quality information.

⇒ Active, hands-on, and engaging activities while using technology are usually the most effective.

Limiting screen time now has lasting benefits for later.

Turn off the TV and digital devices more often and keep them out of children’s bedrooms.

⇒ Children who have less screen time at a young age tend to do better in school, engage more fully in their classroom activities, eat healthier, and be more physically active.

UW-Extension Family Living Programs
"Raising Kids, Eating Right, Spending Smart, Living Well"

For more information, please contact your county UW-Extension office:
UW-Extension Family Living Programs
UW-Extension Bayfield County Courthouse,
PO Box 218 ~ Washburn, WI 54891
715-373-6104, ext. 252 ~ liz.lexau@ces.uwex.edu

UW Extension
University of Wisconsin-Extension
http://bayfield.uwex.edu/
Link To References
711 for Wisconsin Relay (TDD)

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Current Openings for the Red Cliff Tribe

**Tribal Administration Liaison - Revised 3-15-2018**
DEADLINE: March 29, 2018 at 4:00pm

**General Assistance Case Worker/Office Assistant**
DEADLINE: April 6, 2018 at 4:00pm

**Invasive Species Compliance Officer – 1 positions**
DEADLINE: Open Until Filled

**Early Head Start Home Based Teacher – 1 Position**
DEADLINE: Open Until Filled

**Transportation Driver and Teacher Support**
DEADLINE: Open Until Filled

**ECC Substitute Assistant Teacher/Support-Staff**
DEADLINE: Applications Accepted Year Round

Ashley Poch  
Human Resources Director  
715-779-3700 ext. 4268  
88455 Pike Road  
Bayfield WI 54814  
Ashley.poch@redcliff-nsn.gov
JOB DESCRIPTION

POSITION: Early Head Start Home Based Teacher – 1 Position

LOCATION: Red Cliff Early Childhood Center

PROGRAM: Early Head Start

WAGE: $10.00 to $14.00 Entry Level Wage Scale, Plus Benefits

Entry level wage scale refers to starting wage for new hires only.
Educational background and years of experience will be considered
in wage determination upon hiring.

THIS IS A REGULAR FULL-TIME NON-EXEMPT POSITION

SUPERVISOR: Early Head Start Director

JOB SUMMARY: Primary responsibility is to provide weekly home-based services to a maximum of 12 Early Head Start families, which includes infants and toddlers 0 – 3 and pregnant women, using a Creative Curriculum home visitor curriculum. Home visits are provided primarily during weekday and daytime hours. Late afternoon home visits may be considered if necessary, with approval from director. Job duties require planning and implementation of home-based option which reflects best practices while incorporating Ojibwe language and culture into curriculum.

DUTIES AND RESPONSIBILITIES:
1. Must satisfactorily complete New Home Base Teacher Training checklist during first 75 days of employment.
2. Conduct minimum of 1½ hour weekly home visits for each Early Head Start home-based family as well as each prenatal mom as stated in Federal Performance Standards, with minimum requirement of 46 home visits per family per program year.
3. Plan and implement home-based activities which are age appropriate and that enhance infant and toddlers’ social/emotional, physical, cognitive development and child development, parenting information for pregnant women.
4. All EHS Home Based teachers will collaborate together to provide up to 22 group socializations per year for Early Head Start children and their parents to allow for age-appropriate peer group interaction with parent involvement. This could include play groups, group meetings, parent-child interactions which are held during the day or early evening.
5. Responsible for working with each family to develop a Family Partnership Agreement in accordance with Head Start Federal Performance Standards.

"The Hub of the Chippewa Nation"
6. Must attend two annually Coordinated Service Team meetings scheduled for your 12 families
7. Responsible for recordkeeping on Child Plus, Teaching Strategies’ Gold, and maintenance of weekly Creative Curriculum home-based files, and documenting resource or referral for delivery of other services as needed.
8. Mandatory depression screen training to screen prenatal and postpartum mothers will be provided through a collaborative agreement with the Red Cliff Community Health Center.
9. Mandatory first aid and CPR certification training within six (6) months from date of employment. Program will cover costs.
11. Work with tribal, community, and county service providers in order to provide necessary services to the EHS home based child, their parents and any pregnant women enrolled in the program.
12. Documentation of all home visits and contacts with families as well as other required program information.
13. Develop and maintain a professional relationship with families enrolled in Early Head Start as well as must maintain confidentiality of all child/family information and records.
14. Collaborate with other home based staff, parents, and community resources to incorporate Ojibwe language and culture into home-based activities and curriculum.
15. Reinforce positive self-image, pride, and cultural identity with both the parents and the infants/toddlers during all activities.
16. Must attend and participate in home base staff meetings, all staff meetings and ECC Policy Council meetings if requested as well as participate in job related training as required.
17. Any program equipment, cameras, IPADS, or any other supplies purchased or obtained by the EHS program must remain within the EHS Home Based offices, and cannot be used outside of the Early Childhood Center unless you have prior express permission by the EHS Director to use outside of the center. Violations of this policy can result in disciplinary action.
18. Adhere to all EHS/ECC policies and procedures and ensure that Head Start Federal Performance Standards are being met.
19. 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.

SUPERVISORY AUTHORITY: None

KNOWLEDGE: Knowledge of Ojibwe language and culture preferred. Knowledge of the uniqueness of the Red Cliff Community preferred.

QUALIFICATIONS:
EDUCATIONAL QUALIFICATIONS
Required:
1. High school diploma, HSED or GED required
2. Can have a minimum of a home-based Child Development Associate (CDA) credential if you do not have equivalent coursework as part of an associate’s or bachelor’s degree

Preferred:
1. Associate Degree in Early Childhood Education or related degree or;
2. Applicants can be considered if currently enrolled in an associates’ degree early childhood program and meets minimum education requirements or
3. Applicant has any early childhood education coursework from previously and is willing to enroll in associates’ degree early childhood within probationary period.

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Highly desirable (but not required):
1. Bachelor’s degree in Early Childhood Education

OTHER QUALIFICATIONS:
1. Minimum of one year prior experience in home visitation services, counseling/guidance, or family service/human service field.
2. Demonstrate competency to plan and implement home-based learning experiences that ensure effective implementation of the home visiting curriculum and promote children’s progress across the standards described in the Head Start Early Learning Outcomes Framework: Ages Birth to Five, including for children with disabilities and dual language learners, as appropriate, and to build respectful, culturally responsive, and trusting relationships with families.
3. Excellent oral and written communication skills and knowledge of local community resources.
4. Cultural sensitivity to Ojibwe culture, Native American beliefs, values, community mores.
5. Must be able to work some nights if needed for ECC Family nights or home based socializations or late afternoon home visits if requested.
6. Must have a valid driver’s license, vehicle and appropriate vehicle coverage and maintain driver’s eligibility as a condition of employment. Be eligible to be put on the tribe’s vehicle insurance policy.

PERSONAL CONTACTS: Students and their family members, ECC staff, Community Members.

SPECIAL REQUIREMENTS: Also required are: five year health exam, initial TB test and annual TB questionnaire, 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, Sudden Infant Death Syndrome (SIDS), etc.

PHYSICAL REQUIREMENTS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as long as the staff disability does not create an undue risk of injury to any enrolled children in the home based option.

Must be physically able to work with young children and must be able to regularly lift and/or move up to forty pounds; occasional lifting of fifty pounds is required. Required to stand, walk, climb or balance, stoop, kneel, crouch or crawl when working with small children and parents in the home. Required to use hands to finger, handle or feel objects, keyboards, tools or controls, reach with hands and arms, speak and hear, and ability to operate keyboard (computer).

WORK ENVIRONMENT: Red Cliff Early Childhood Center facility. Student homes for home visits. All Tribal buildings are smoke free.

TRAVEL REQUIREMENTS: The ability to travel and attend meetings and trainings; overnight and out of town, both locally & nationally.

BEHAVIOR AND ATTITUDE: The vision, goals and objectives of the Red Cliff Band of Lake Superior Chippewa requires that the employee performs in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of

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successful job performance. Any Behavior or Attitude that tarnishes the Image or Name of the Red Cliff Band of Lake Superior Chippewa will be subject to immediate disciplinary action up to and including termination.

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

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

APPLICATION SUBMITTAL REQUIREMENTS: The following items are required for this position:
1. Completed tribal application, to include work history and references; available on the Tribal website.
2. Tribal Background Investigation Disclosure; available on the tribal website.
3. Cover letter and resume.
4. Post-secondary transcripts or certifications; if applicable.

POSTING DATE: March 16, 2018
DEADLINE: Open Until Filled

FOR FURTHER INFORMATION CONTACT:
Red Cliff Band of Lake Superior Chippewas
Human Resources Department
88455 Pike Road
Bayfield, WI 54814
www.redcliff-nsn.gov
ashley.poch@redcliff-nsn.gov
diane.cooley@redcliff-nsn.gov

(715) 779-3700, Ext. 4268 or 4267

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

All applicants for employment with the Red Cliff Tribe 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.

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, all licensed child care center employees much complete a one-time fingerprint-based background check on all employees effective December 31, 2015. 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.

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The Red Cliff Early Head Start has a Drug Free/Smoke Free environmental policy and follows the intent of the Drug Free Work Place Act.

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

(45) CFR Part 1302.90 (b)(6) A program must consider current and former program parents for employment vacancies for which such parents apply and are qualified.

EMPLOYEE BENEFITS PACKAGE
THE EMPLOYEE BENEFITS PACKAGE INCLUDES THE FOLLOWING:

1. A Health Insurance Plan which is through the Federal Employee Health Benefits (FEHB). FEHB is offered for both single and family coverage. Employees considered to be full time status will be required to pay 12% of the premium for the plan selected.

2. The Dental package is through Delta Dental. This benefit is offered at no cost to the employees with single or family medical coverage.

3. Short Term Disability is offered to all employees at no cost and pays 60% of weekly pay for a maximum of 90 days if you get sick or injured off the job.

4. Life insurance of $15,000 is included at no cost to all employees. Spouses are covered at $7,500.00 and children are prorated. Employees can purchase additional life insurance from the plan provider at their own cost.

5. Profit Sharing Plan with a 401(k) component is offered to employees after one year of work, with a minimum of 1000 hours. The Tribe puts 3% of employee’s wages into the Profit Sharing Plan.

6. The Tribe also offers General Leave to Full time employees. Employees will accrue 16 hours of General Leave per month and can accumulate up to 192 hours per year. After 5 years of employment, General Leave goes up to 20 hours per month with a maximum of 240 hours.

7. The Tribe observes a total of 11 paid holidays.

"The Hub of the Chippewa Nation"
Red Cliff Band of Lake Superior Chippewa Indians  
88455 Pike Road  
Bayfield, WI 54814  
Phone: 715-779-3700 Fax: 715-779-3704  
Email: redcliff@redcliff-nsn.gov  

Red Cliff Tribal Council  

JOB DESCRIPTION  

POSITION:  
ECC Substitute Assistant Teacher/Support Staff  

LOCATION:  
Red Cliff Early Childhood Center  

WAGE:  
$9.00 - $10.00 depending on qualifications  

SUPERVISOR:  
Program Director  

THIS IS AN ON-CALL POSITION  

JOB SUMMARY:  Replacement for ECC teacher or support staff and provide a safe, healthy, friendly, caring and nurturing environment for children ages 0-5.  

RESPONSIBILITIES:  
1. Must attend confidentiality training and must maintain confidentiality of children/classroom each day.  
2. Must follow ECC and Red Cliff Tribal policies and procedures as introduced during orientation.  
3. Assist teacher or ECC staff member with daily supervision and interaction with children; supervision during meals/snacks/naps; follow ECC Policies & Procedures for best practices with children; praise and reinforce positive behavior.  
4. Assist teachers with facilitation of classroom activities and support children’s self-direction during individual, small and large groups.  
5. Reinforce positive self-image and promote positive self-esteem of all children.  
7. Assist teacher in encouraging independence and self-help skills such as set-up and clean-up at meals, snacks and play time throughout the day.  
8. Eat meals with children and encourage mealtimes in a family setting. Food is never used as a punishment or reward.  
9. Must maintain safety and health practices and regulations when working in kitchen.  
10. 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 deemed necessary by the supervisor.  

SUPERVISORY AUTHORITY:  None  

"The Hub of the Chippewa Nation"
Red Cliff Band of Lake Superior Chippewa Indians
88455 Pike Road
Bayfield, WI 54814
Phone: 715-779-3700 Fax: 715-779-3704
Email: redcliff@redcliff-nsn.gov

Red Cliff Tribal Council

KNOWLEDGE: Knowledge of Ojibwe language and culture highly desirable; cultural sensitivity required.

QUALIFICATIONS:
1. Must be 18 years of age or older.
2. Minimum of high school diploma, HSED or GED required.
3. Complete a minimum of 15 paid shadow hours in the classroom and 8 paid shadow hours in the kitchen prior to actual subbing at ECC.
4. Preference for an associate's degree in Early Childhood Education/related field but not required.
5. Ability to work cooperatively with staff, parents, community members, and other child support systems in the best interest of children is required.
6. Must pass health examination, obtain required immunizations/vaccines including TB test, Hep B (or waiver); mumps vaccine (or waiver or proof of immunity).
7. Must be physically able to work with young children, including lifting a minimum of 40 pounds; occasional lifting of fifty pounds is required.
8. Must adhere to Early Childhood Center standards of conduct, serving as a positive role model in the community.

PERSONAL CONTACTS:
Collaboration with local, state, and national collaborating partners, with particular emphasis on networking with parents, extended families, and the Red Cliff community

PHYSICAL AND SPECIAL REQUIREMENTS: Must be physically able to work with young children, initial health exam, TB test, immunizations including Hepatitis B (or sign waiver), and required trainings such as confidentiality, CPR, etc.

WORK ENVIRONMENT: Primary work environment: classrooms, outdoor play spaces, kitchen. All Tribal Buildings are smoke free.

TRAVEL REQUIREMENTS: The ability to travel and attend meetings and trainings; overnight and out of town, both locally & nationally.

BEHAVIOR AND ATTITUDE: The vision, goals and objectives of the Red Cliff Band of Lake Superior Chippewa requires that the employee performs in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of

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successful job performance. Any Behavior or Attitude that tarnishes the Image or Name of the Red Cliff Band of Lake Superior Chippewa will be subject to immediate disciplinary action up to and including termination.

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

APPLICATION SUBMITTAL REQUIREMENTS: The following items are required for this position:
1. Completed Tribal Application, available on the Tribal website.
2. Signed Tribal Background Investigation Disclosure; available on the Tribal website.

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

POSTING DATE: December 6, 2017
DEADLINE: Applications accepted year round

FOR FURTHER INFORMATION CONTACT:

Red Cliff Band of Lake Superior Chippewa
Human Resources Department
88455 Pike Road
Bayfield, WI 54814
www.redcliff-nsn.gov
ashley.poch@redcliff-nsn.gov

(715) 779-3700 ext. 4268

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.

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 the application for employment with information concerning any convictions that occur after commencement of employment with the Tribe.

"The Hub of the Chippewa Nation"
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 (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.

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

POSITION: General Assistance Case Worker/Office Assistant

LOCATION: Human/Family Services Building

SALARY: $15.00-16.00 per hour, Plus benefits

THIS IS A REGULAR FULL-TIME NON EXEMPT POSITION

SUPERVISOR(S): Human/Family Services Administrator

JOB SUMMARY: Case Worker for GA Program which includes processing applications, determining eligibility, sending notices to clients, placing clients in work sites, assessing client's needs and making referrals for services after completing the assessment process. Complete all reporting requirements per contracts and federal regulations. Provide monthly/quarterly reports as requested to Administrator and Human/Family Services Advisory Committee on clients served, types of referrals made and participants. Fill in for Receptionist when needed which includes with answering phones, greet visitors/customers. Assist other division programs and division Administrator as needed.

DUTIES AND RESPONSIBILITIES:
1. Must be willing and able to service all clients, treat every client with the highest respect, and make sure clients always come first.
2. Process applications, evaluating customer's educational levels, and job skills, assisting customers towards achieving self-sufficiency by placing them in a training component that reflects their needs and skills, assistance in resume writing and other job seeking skills.
3. Complete all necessary reports.
4. Must assist and refer all GA clients to ensure the receipt of Food Share, Medical Assistance, and Child Care services as requested.
5. Must keep brochure updated to ensure community awareness of program.
6. Perform receptionist/office assistant functions as assigned by Division Administrator Manager, Chief Finance Officer and Human Resources Director or their designee.
7. Process correspondence efficiently, accurately and maintain confidentiality at all times.
8. Assist staff with copying, faxing, locating and filing of materials.
9. Will assist in typing, correspondence and reports, operate other various office machines.

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10. 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 deemed necessary by the supervisor.

SUPERVISORY AUTHORITY: None

KNOWLEDGE: Must have knowledge of computers, secretarial duties, office machines, telephone skills and customer service. Be self-motivated. Knowledge of and sensitivity for Ojibwe culture and traditions.

QUALIFICATIONS:
1. High School Diploma or GED.
2. Associates Degree in Office Assistant or related field, preferred.
3. Minimum of One (1) year office related experience
4. Experience with variety of office equipment, to include various computer software required.
5. Must have a valid driver’s license, vehicle and appropriate vehicle coverage and maintain driver’s eligibility as a condition of employment. Be eligible to be put on the tribe’s vehicle insurance policy.

PERSONAL CONTACTS: Daily with supervisors, staff and community members.

PHYSICAL REQUIREMENTS: Must be able to lift at least 50 pounds. There will be some bending, lifting and reaching in overhead storage, but mostly sedentary work.

WORK ENVIRONMENT: Primarily in office. All Tribal buildings are non-smoking.

TRAVEL REQUIREMENTS: Must be able to attend training/meetings as required. These meetings/trainings may be local or out of state, which may require overnight stays.

BEHAVIOR AND ATTITUDE: The vision, goals and objectives of the Red Cliff Band of Lake Superior Chippewa requires that the employee performs in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of successful job performance. Any Behavior or Attitude that tarnishes the Image or Name of the Red Cliff Band of Lake Superior Chippewa will be subject to immediate disciplinary action up to and including termination.

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

APPLICATION SUBMITTAL REQUIREMENTS: The following items are required for this position:
1. Completed Tribal Application; available on the tribal website
2. Tribal Background Investigation Disclosure; available on the tribal website

"The Hub of the Chippewa Nation"
3. Cover letter and resume.
4. Post-secondary transcripts or certifications; if applicable.

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

POSTING DATE: March 23, 2018
DEADLINE: April 6, 2018 @ 4:00 pm

FOR FURTHER INFORMATION:
Red Cliff Band of Lake Superior Chippewa
Human Resources
88455 Pike Road
Bayfield, WI 54814
www.redcliff-nsn.gov
ashley.poch@redcliff-nsn.gov
diane.coilev@redcliff-nsn.gov

(715)779-3700 ext. 4268 or 4267

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

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

EMPLOYEE BENEFITS PACKAGE
THE EMPLOYEE BENEFITS PACKAGE INCLUDES THE FOLLOWING:
1. A Health Insurance Plan which is through the Federal Employee Health Benefits (FEHB). FEHB is offered for both single and family coverage. Employees considered to be full time status will be required to pay 12% of the premium for the plan selected.
2. The Dental package is through Delta Dental. This benefit is offered at no cost to the employees with single or family medical coverage.
3. Short Term Disability is offered to all employees at no cost and pays 60% of weekly pay for a maximum of 90 days if you get sick or injured off the job.
4. Life insurance of $15,000 is included at no cost to all employees. Spouses are covered at $7,500.00 and children are prorated. Employees can purchase additional life insurance from the plan provider at their own cost.
5. Profit Sharing Plan with a 401(k) component is offered to employees after one year of work, with a minimum of 1000 hours. The Tribe puts 3% of employee’s wages into the Profit Sharing Plan.

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6. The Tribe also offers General Leave to Full time employees. Employees will accrue 16 hours of General Leave per month and can accumulate up to 192 hours per year. After 5 years of employment, General Leave goes up to 20 hours per month with a maximum of 240 hours.
7. The Tribe observes a total of 11 paid holidays.

"The Hub of the Chippewa Nation"
JOB DESCRIPTION

Position: Security Guard (Residential Property)
Salary: $7.50-$12.00/hr. – DOQ/DOE; plus benefits*
Schedule: 8-hr shifts – evenings (3rd shift), weekends
Location: New Hope Supportive Housing Facility
Dept.: Housing Services

Status: non-exempt
Hours: Full-time; 40 hrs. per week
Supervisor(s): Housing Manager;
RCHA Executive Director

SUMMARY

Responsible for resident/building safety/security and safeguarding against illegal activity including theft, loitering, trespassing, vandalism and other criminal behavior. Duties include patrolling the premises of residences or buildings to detect suspicious activity, assist tenants, to ensure the safety of the occupants and to protect assets and property.

DUTIES & RESPONSIBILITIES

- Protect property and lives by patrolling RCCHA housing areas (making rounds). Guard against theft and maintain security. Document results of rounds (security/visitor logs/reports), incidents, details of emergencies, unusual circumstances, crisis situations, etc.
- Monitor entrances of New Hope property physically and through surveillance/camera security systems. Inspect and secure all exits, windows and doors.
- Identify visitors and ask for appropriate documents. Stop suspicious people and ask for identification.
- Respond to disturbances, alarms and calls of distress in the New Hope buildings/on-site. Provide crisis intervention as needed. Call for aid/law enforcement as necessary.
- Enforce New Hope house rules. Report rule infractions and violations to Housing Manager/Resident Services Specialist.
- Inspect and adjust security systems, equipment, machinery to ensure operational use and to detect evidence tampering.
- Responds to New Hope tenant requests for assistance.
- Remove trespassers and detain violators until law enforcement arrives. Act as liaison contact for law enforcement agents.
- Perform housekeeping/light maintenance in New Hope building common areas, offices and restrooms as needed.
- Establish, maintain, and update various logs and books related to custodial and building maintenance.
- Responsible for development and ‘championing’ of the Neighborhood Watch Program.
- Attend staff meetings; collaborate/assist RCCHA staff as needed.
- Adheres to confidentiality agreement with residents and other professionals. Maintains all resident interactions and relationships on a professional level.
- Other duties as assigned by supervisor.
The above represent the major essential and secondary duties of the position. They are not intended to be all-inclusive, but rather a general representation of the duties/responsibilities associated with this position. The Housing Authority reserves the right to change, reassign, or combine job duties at any time to respond to organizational needs and/or as deemed necessary.

SUPERVISORY AUTHORITY

This position has no supervisory authority.

KNOWLEDGE, SKILLS & ABILITIES (KSA)

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1) Possess a high level of observation; and have the ability to perform quick assessments of circumstances and/or identify potential safety hazards.
2) Possess strong inter-personal and good public relations skills. Must be able to maintain composure in stressful, high pressure situations and have the ability to deal with irate individuals.
3) Knowledge of basic house-cleaning and building elements such as breakers, shut off values, use of fire extinguishers, etc.
4) Knowledge of crisis intervention techniques, protocol.
5) Self-motivated; ability to work independently under minimal supervision.
6) Tech-savvy enough to operate computer and electronic security systems.
7) Ability to obtain first-aid and CPR certification.

QUALIFICATIONS/REQUIREMENTS

In addition to the KSAs listed above, we are seeking a candidate who also the following qualifications:

1) Must be at least 18 years of age.
2) Must have a minimum of a high school diploma or GED.
3) Previous background/experience in law enforcement and/or security preferred.
4) Physically fit; ability to stand, sit and walk for long periods of time.
5) Emotionally stable and mature.
6) Previous experience working with Native American/Ojibwe culture and/or diverse populations.
7) Must have a valid driver’s license, vehicle and appropriate vehicle insurance coverage. Must be eligible to be put on Housing Authority’s vehicle insurance policy and maintain driver’s eligibility to maintain employment.
8) Must pass criminal background checks and drug screenings.

PERSONAL CONTACTS: Nightly contacts with residents of the New Hope housing community, RCHA staff. Recurring, occasional contact with service providers, partners, law enforcement.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally
lift and/or move up to 100 pounds. Specific vision abilities required by this job include ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing light maintenance/custodial elements of this job, employee may be exposed to wet or humid conditions; moving mechanical parts, high precarious places (ladders); outside weather conditions; fumes or airborne paricles (associated with paint, varnish, floor strippers and other cleaning supplies. The noise level in the work environment during the night shift is usually low. Building is smoke-free. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

TRAVEL REQUIREMENTS: No travel requirements anticipated for this position.

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NOTICES

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

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

All applicants for employment are subject to a Background Investigation and other requirements of Red Cliff Tribe’s RCCL Chapter 43. An employee is under continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment.

************************************************************************************************************

TO APPLY

Submit the following to the identified. Items MUST be submitted in your application package to be considered for this position.

SUBMIT:
Fully completed Red Cliff Housing Application
Background Investigation Disclosure/Release
Resume
Educational Transcripts/Training Certs
Cover Letter

POSTING: 3/26/2018
DEADLINE: 4/10/2018

FOR FURTHER INFORMATION: Contact Tanya Wachsmuth at 715-779-3744, ext. 103 or via email at twachsmuth@redcliffhousing.org

SUBMIT TO:
Red Cliff Housing Authority
37645 New Housing Road
Bayfield, WI 54814
FAX: 715-779-5044
ATTN: Tanya Wachsmuth, HR
Job Opportunities

Full and Part Time Job Positions at Brownstone Centre & Sweet Sailing

Sweet Sailing
Customer Service
We are seeking energetic, organized, and confident sales team members for Brownstone Centre and Sweet Sailing. Full and Part Time...
(715) 779-3682
Directions

Summer 2018 Employment at Old Rittenhouse Inn

Old Rittenhouse Inn
Hospitality Services
Now hiring for all positions including wait staff, front desk, line cooks, dishwashers, prep cooks, housekeeping, grounds and maintenance.
(715) 779-5111
Website
Directions

Old Rittenhouse Inn
Line Chef: AM and PM shifts
Website
Directions

Full Time & Part-Time Positions Available At Brownstone Centre & Sweet Sailing

Brownstone Centre
Customer Service
We are seeking energetic, organized, and confident sales team members for Brownstone Centre and Sweet Sailing. Full and Part Time...
(715) 779-5571

Fat Radish, The
Food Industry and Restaurants
Are you looking to spend the summer of 2018 in beautiful Bayfield, Wisconsin? Do you love the farm to table cooking? Well The Fat...
(715) 779-9700
Website
Directions

Wine and Spirits Retail Sales Associate
Bayfield Wine and Spirits
Retail/Wholesale
Bayfield Wine & Spirits Job Description: Retail Sales Associate JOB SUMMARY: Sales Associates at Bayfield Wine and Spirits...
(218) 310-0263
Website
Directions
Summer 2018 Job Openings

EXPERIENCE

Maggie's Food Industry and Restaurants
Maggie’s is taking applications for Line/Prep Cooks, Dishwashers, Bartenders/Server, Busser, and Hosts for openings for the summer 2018 season.

(715) 779-5641 | Website | Directions

Join The Fat Radish Family for the 2018 Summer Season!

Fat Radish, The Food Industry and Restaurants
The Fat Radish is now accepting full and part-time applications for the 2018 Summer Season. Applicants must be available early...

(715) 779-9700 | Website | Directions

Wine Stewards Wanted

Bayfield Winery and Seven Ponds Winery Food Industry and Restaurants
Our wine stewards provide excellent table service to our guests. Wine knowledge preferred, but we will train if you possess...

(715) 779-3274 | Website | Directions

Morty’s Pub is hiring Cooks and Bartenders for the 2018 Season

Morty’s Pub Food Industry and Restaurants
Cooks and Bartenders for the 2018 Season. No experience necessary, we will train the right candidates! All employees need to...

(715) 779-3996 | Website | Directions

Resale Store Assistant and/or Cleaning Personnel

ENCORE Resale Store Retail/Wholesale
Do you like variety? Interesting stuff? People? Come work in a fun environment with a great group of volunteers all...

(715) 779-3455 | Website | Directions

Accepting Applications for ALL Positions

The Bayfield Inn Hospitality Services
The Bayfield Inn is now accepting applications in ALL DEPARTMENTS for the Summer 2018 Season. Applicants with experience are strongly...

(715) 779-3363 | Website | Directions

Dock Crew

Pikes Bay Marina Hospitality Services
Pikes Bay Marina is seeking additional Dock Crew. Dock Crew workers main duties are on the dock fueling and pumping...

(715) 779-3900 | Website | Directions
Big Top Chautauqua

Arts & Entertainment
Big Top Chautauqua is a performing arts organization presenting a 50+ summer show season of touring artists (Brandi Carle, Jackson...

Chef
Big Top Chautauqua
Arts & Entertainment
About Big Top Chautauqua Big Top Chautauqua is a performing arts organization presenting a 50+ summer show season of touring...

Clubhouse Cleaning
Pikes Bay Marina
Hospitality Services
Pikes Bay Marina is a home away from home for our boaters. The Clubhouse Cleaning position's seasonal part-time job main...

Fleet Maintenance - Join our Superior Crawl
Superior Charters & Yacht Sales
Food Industry and Restaurants
Bayfield is a major tourist destination for all types of travelers and Superior Charters is the launching point for sailing...

Hospitality Crew - Join our Superior Crawl
Superior Charters & Yacht Sales
Food Industry and Restaurants
Bayfield is a major tourist destination for all types of travelers and Superior Charters is the launching point for sailing...

Deck Crew - Join our Superior Crawl
Superior Charters & Yacht Sales
Food Industry and Restaurants
Bayfield is a major tourist destination for all types of travelers and Superior Charters is the launching point for sailing...

Servers Needed at The Copper Trout
Copper Trout Restaurant
Food Industry and Restaurants
Description Essential Information Restaurant servers ensure that patrons enjoy their dining experience by providing quality customer service. Servers work in ...

Box Office Assistant
Big Top Chautauqua
Arts & Entertainment
Big Top Chautauqua is a performing arts organization presenting a 50+ summer show season of touring artists (Brandi Carle, Jackson...
Sea Kayak Program Manager
Wilderness Inquiry
Non-Profit and Social Services
TIME/SALARY: Seasonal position, approximately May through September. Salary range $3,000 - $5,000 per month, commensurate with experience. Potential for full-time...
(612) 676-9400
Website  Directions

Retail gallery assistant
Eckels Pottery and Fine Craft Gallery
Retail/Wholesale
Eckels pottery is looking for a seasonal full-time gallery and retail assistant. Responsibilities are primarily assisting customers, gallery presentation,...
(715) 779-5417
Website  Directions

Journeyman Level Painter
Distinctive Painting, LLC
Construction, Installation and Mechanical
Distinctive Painting, LLC is seeking an individual to fill a skilled position. We are a high end professional contracting Co,...
(715) 209-0770
Website  Directions

Outdoor Leader
Wilderness Inquiry
Non-Profit and Social Services
OVERVIEW: Outdoor Leaders are the backbone of our adventures at Wi. Outdoor Leaders staff all Wi events, from single day ...
(612) 676-9400
Website  Directions

See Kayak Guides & Reservations
Trek & Trail
Sports and Recreation
Trek & Trail is seeking to fill our staff for the 2018 season. Positions are available throughout the company. Paid...
(715) 779-3595
Website  Directions

Reservations Assistant
Lost Creek Adventures & Outfitter
Administrative, Support & Clerical
Seasonal - Full & Part time! These are our front line professionals! Responsible for all day to day tasks in...
## April 2018

### Iskigamizige-Giizis

<table>
<thead>
<tr>
<th>Nitam Anokii-Giizhigad</th>
<th>Nizhoo-Giizhigad</th>
<th>Aabitoose</th>
<th>Niiyo-Giizhigad</th>
<th>Naano-Giizhigad</th>
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<tbody>
<tr>
<td><strong>Easter Monday</strong></td>
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<td><strong>Ecc/Tribal Closed</strong></td>
<td>2</td>
<td>4B</td>
<td>5B</td>
<td>6B</td>
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<tr>
<td></td>
<td>3 Malto Meal, Berries, Toast, PB</td>
<td>Cheerios Wg, Banana, Muffin, YGT</td>
<td>Hard Boiled Egg, WW Toast, PB</td>
<td>Kix, Pears, CC, WG Eng Muffin, Cr Cheez</td>
</tr>
<tr>
<td></td>
<td>S Nutra Br/Milk</td>
<td>S Rice Cake/Milk</td>
<td>S Trail Mix/Milk</td>
<td>S Gr Cracker/PB</td>
</tr>
<tr>
<td></td>
<td>L Cheezbrg Hd, Mango, Veg/Dip, Salad</td>
<td>L Chicken Wrsp, Pbj, M Orange, Gr Beans</td>
<td>L Pork Chop, Peas, Salad Breds, Pineapple</td>
<td>L Tortellini, Peaches, Corn, Wg Br Stick</td>
</tr>
<tr>
<td></td>
<td>S Apples/Yogurt</td>
<td>S Chubby Chick/Juice</td>
<td>S Cucumbers/Humus</td>
<td>S Sardines/Humus</td>
</tr>
<tr>
<td></td>
<td>9B Egg Bk, Peaches, Muffin</td>
<td>10B Life, Oranges, Wg Toast, Jelly</td>
<td>11B Rice Crispies, Berries, CC</td>
<td>12B Cornflakes, CC, Peaches, Wg Eng Muff</td>
</tr>
<tr>
<td></td>
<td>S Cinn Br/Milk</td>
<td>S Fr Cocktail/Goldfish</td>
<td>S Pretzels/Humus</td>
<td>S Crackers/Pb</td>
</tr>
<tr>
<td></td>
<td>L Chicken Salad, Wg Ptbrd, Tr Fruit, Broccoli</td>
<td>L Kielbasa, Kraut, Bbreds, Peas, Pineapple</td>
<td>L Hamb Sp, Egg Salad, Salad, Gr Bean, Peas</td>
<td>L Bk Chix, Potato, Ygt, Carrots, Apples, Salad</td>
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<tr>
<td></td>
<td>S Apples/Yogurt</td>
<td>S Teddy Gr/Milk</td>
<td>S Birds Nests/Milk</td>
<td>S Fr Cup/Cheese Its</td>
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<tr>
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<td>16B Pancakes, Berries, CC</td>
<td>17B Wheat Chex, Peas, CC</td>
<td>18B Malto Meal, Mangos, Toast Wg, PB</td>
<td>19B Kix, Bananas, Ygt</td>
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<tr>
<td></td>
<td>S Nutra Bar/Milk</td>
<td>S Tortilla Ch/Salsa</td>
<td>S Jelly/Crackers</td>
<td>S Rice Cake/Milk</td>
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<td></td>
<td>Lblt Soup, Cheez</td>
<td>L Chic Alfredo, Peas, Cantaloupe, Salad</td>
<td>L Beef Stir Fry, Stir Fr Pineapple, Rice, CC</td>
<td>L Scallop/Ham, Cc, Tr Fruit, Corn, Wg Brstix</td>
</tr>
<tr>
<td></td>
<td>Sand, Corn, Hndew</td>
<td>S Fr Cup/Gc Cracker</td>
<td>S Butterflycelery/Mk</td>
<td>S Peaches/Gc Cracker</td>
</tr>
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<td></td>
<td>S Trail Mix/Juice</td>
<td>24B Oatmeal Squares, Muffin, Peaches</td>
<td>25B Corn Chex, Banana Eng Muffin, Pb</td>
<td>26B Quiche, Pears, Cc Trky Bacon</td>
</tr>
<tr>
<td></td>
<td>23B Waffles, Raspberries, Ygt</td>
<td>S Pineapple/Cc</td>
<td>S Carrots/Cc Dp</td>
<td>S Cex Mix/Milk</td>
</tr>
<tr>
<td></td>
<td>S Teddy Gr/Milk</td>
<td>L Pork Chop, Wg Bun Applesauce, Gr Bean</td>
<td>L Mong Broc/Beef, Rice, Mango, Stir Fry</td>
<td>L Chix Wgd, Oranges, Ygt, Peas, Salad</td>
</tr>
<tr>
<td></td>
<td>L Ravioli, Peas, Cc, Corn, Br Stick, Salad</td>
<td>S Man Orange/Gc Crk</td>
<td>S Inside Out Sand/Mlk</td>
<td>S Apples/Crackers</td>
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<tr>
<td></td>
<td>S Mini Rice Ck/Juice</td>
<td>25B Corn Chex, Banana Eng Muffin, Pb</td>
<td>26B Quiche, Pears, Cc Trky Bacon</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td>30B Egg Sausage Muffin, Ygt, Orangng</td>
<td>S Carrots/Cheese</td>
<td>Skim Milk Served With Meals 1-Yrs Whole</td>
<td>No School Day</td>
</tr>
<tr>
<td></td>
<td>Muffin, Ygt, Orangng</td>
<td>L Pizza Br, Fries, Veg/Dp, Hndew</td>
<td>S Carrots/Cheese</td>
<td>Skim Milk Served With Meals 1-Yrs Whole</td>
</tr>
<tr>
<td></td>
<td>S Crackers/Cheese</td>
<td>S Peas/Cc</td>
<td>S Crackers/Cheese</td>
<td>S Carrots/Cheese</td>
</tr>
</tbody>
</table>

**Skim Milk Served With Meals 1-Yrs Whole**

**Menu Subject To Change**