

American Indian Parent Advisory Committee of The Boulder Valley School District  
Title VI Indian Education Program

BVSD AIPAC MONTHLY MEETING

MINUTES (DRAFT)

TUESDAY, MARCH 3, 2026

6-7:30 pm

BVSD EDUCATION CENTER - FLAGSTAFF CONFERENCE ROOM

DISTRIBUTED TUESDAY, MARCH 24, 2026

Call to Order/Welcome: 6:01p

Blessing/Prayer: Elder Gloria Yellow Horse

Land Acknowledgement: Mary Amber Martinez

Time Keeper: Alison Takenaka

Introductions & Sign-in Sheet

**Attendees:**

Yvette Salas – *BVSD Title 6 IEP Liaison*  
Mary Amber Martinez – *BVSD AIPAC President*  
Alison Takenaka – *BVSD AIPAC VP*  
Josh Sparks – *BVSD AIPAC Treasurer*  
Tammy Muskelly – *BVSD AIPAC Secretary*  
Abigail Sparks – *BVSD Title 6 IEP Student*

Matt Hibbard - *BVSD Title 6 IEP Parent*  
Gloria Yellow Horse - *BVSD Title 6 IEP Grandparent*  
Jasmine Bautista - *Guest POC f/Cal-wood Community Engagement Coordinator*

**Rolling Calendar**

- Sunday, March 15: FREE 2026 Denver March Powwow Tickets Request Deadline
- Saturday, April 18, 10am-4pm, Four Mile Historic Park: Earth Day Celebration & Fundraiser
- Saturday, May 9, 6-8pm, BVSD Davidson & Aspen Rooms: HS Senior Honoring Ceremony

**Future Meeting Dates**

- April 7, 2026 @ 6-7:30p, BVSD Education Center - Flagstaff Room
- May 5, 2026 @ 6-7:30p, BVSD Education Center - Flagstaff Room

**Approve Minutes**

- **Discussion:** Per Tammy, the minutes were previously distributed, reviewed and revisions provided offline by the BVSD AIPAC Executive Committee.
- **Motion made to approve February 2026 AIPAC Monthly Meeting Minutes:** Mary Amber Martinez
- **Second:** Josh Sparks
- **Voting:** All in favor, Yvette Salas abstains
- **Agent & Action:** Tammy Muskelly, No action needed

- **Deadline:** N/A

### **Guest Presentations (<15 minutes each)**

- **Q&A with Jasmin from Cal-wood RE: Summer 2026 BVSD AIPAC Family Camp**
  - Cal-wood Camp exists to provide family camps, breaking down barriers to accessing the outdoors and providing participants the ability to connect w/the outdoors. Beginner and intermediate camps are available.
  - Per Jasmin, September 26-27, 2026 is available for a camp.
  - The deadline for AIPAC/Title 6 IEP to commit to September is early May.
  - Minimum number of persons for camp = 20 (this total includes adults). Maximum can range f/20-60 persons depending on the camp site.
  - Cost = \$25/person and person(s) 5 yrs and younger = free. Scholarships can sometimes be available to lower the cost.
  - Cal-wood provides all needed camp gear and food (outdoor cooking) for beginner camps. Staff will do most of the cooking.
  - Beginner camps are located in Jamestown.
  - Jasmin can create the save the date camp event flyer for distribution by AIPAC/Title 6 IEP Liaison.
  - If AIPAC/Title 6 IEP commits to this camp, there are opportunities to incorporate Native American cultural elements (i.e. buffalo meal, Elder storytellers/teachers, tipi-raising, etc.). - Agent on this item = Mary Amber
  - POC - Jasmine Bautista - (209) 777-3093 - [jasmine@calwood.org](mailto:jasmine@calwood.org)
  - Agents/Action - Mary Amber & Alison - get the information out asap in order to determine adequate interest for camp booking.
- **Adams 12 Five Star Title VI IEP Representative(s)**
  - Representative not in attendance

### **BVSD Title VI IEP Liaison Report (FYI, Budget Rpt is uploaded into AIPAC Google Drive)**

- **Title VI Registered Student Count-**
  - **Discussion** - 106 Students. There are 4 student applications missing necessary information in order to be complete. The deadline to report the student count to the Federal Gov't is Friday, March 6th. This student count submission will determine the funding for the new school year. FYI, November had 10 new students. Yvette should receive funding total information in late March.
- **Title VI IEP 2025-2026 Budget/Income and Expenses Statement -**
  - **Discussion** - Elder Gloria is requesting a reporting sheet monthly which would show all expenses in order to make informed decisions as to how to properly allocate funds (i.e. prioritize education over enrichment activities, etc.)
  - **Agent/Action** - Yvette to create and provide budget key per EC's request. This will help the EC be prepared for working on the new budget.
  - **Deadline** - Wednesday, March 11th by 5p.
- **Tutoring Update** - 9 students.
  - **Agent/Action** - Yvette to provide the EC Saydie Sago's tutoring hours.

- **Deadline** - Wednesday, March 11th by 5p.
- **Communication With AIPAC Families -**
  - **Discussion** - EC and Yvette discussed if the current Title 6 IEP Family emailing process is controlled and consistent (i.e. how is the email distribution list obtained and updated, Seal of Biliteracy, Powwow email, Monthly Meeting email/invite and ensuring invitees can't change invite for entire distribution list). Current communication status includes: 1) families report receiving multiple types of inaccurate meeting/event information, 2) families report not receiving meeting/event information, 3) families report not able to access event/meeting information via the Google calendar invite format.
  - **Agent/Action** - Mary Amber to send screenshots to Yvette of issues.
  - **Deadline** - ASAP
  - **Secondary Agent/Action** - Yvette to check into monthly meeting invites and disable visibility of family email addresses (we should not have visibility). Yvette will send an offline update to EC.
  - **Deadline** - Friday, March 6th.
- **Title VI Student/Family Recruiting and Care -**
  - **Discussion** - 10 families added since November.
- **Special Needs Students Total -**
  - **Discussion** - due to privacy, Yvette was instructed that she can't share this information w/the EC/public.
- **Upcoming Title VI Hearing Deadlines and Details -**
  - **Discussion** - EC has to have the hearing by or before May 7th in order for Yvette to submit the new budget to the BVSD Federal Contracts Director by May 8th.
  - **Agent/Action** - EC needs to provide a hearing date and list of executive staff presence requests.
  - **Deadline** - ASAP
  - **Secondary Agent/Action** - Yvette will notify executive staff, schedule a camera, send over radio announcement and post on the website for the hearing.
  - **Deadline** - Complete once EC provides Yvette a hearing date.
- **Emergency Family Assistance Association (EFAA)**
  - **Discussion** - This is an 8-Week Financial Health Course. Yvette sent this info. to the Title 6 IEP family email distribution email list.
  - **Agent/Action:** Yvette, send email to the EC.
  - **Deadline** - ASAP
- **BOK (Bank of Oklahoma?) Financial**
  - **Background/Discussion** - This is a Native American Home Loan Program. Yvette to meet w/Rep. next week to obtain add'l details.
  - **Agent/Action** - Yvette to follow up and provide more details.
  - **Deadline** - Friday, March 13th
- **Community Connector-in-Residence Team Reminder**
  - **Background/Discussion** - This organization left Yvette a vm requesting interested Indigenous community members to join and provide perspective on

what is needed. Yvette sent email w/details to the Title 6 IEP family email distribution list. Request for the details to be sent via email to the EC.

→ **Agent/Action** - Yvette, send details via email to EC.

→ **Deadline** - ASAP

- **BVSD Title 6 IEP Liaison Workload (*This item was not included on the Liaison's Report or AIPAC Agenda*)**
- Yvette helped a student and family who was recently evicted. Yvette helped secure housing, food, clothing, etc.
- Per Yvette, there is one department that works on homeless students. However, the services they are allowed to provide are not as robust as they previously were.
- Yvette works w/the student's school's liaison when needed.
- Yvette is satisfied w/her wage however, the amount of hours required for the Title 6 IEP is not realistic.
- Yvette works roughly 32 hours/week for the Title 6 IEP however, the BVSD only allocates 10 hours/week for the Title 6 IEP. Essentially, Yvette is working 22+ hours more/week w/out pay.
- Per Alison, it is a labor law violation to be required to work 22+ hours/week w/out pay.
- Per Yvette, not all BVSD schools have a community liaison position. There are at least 3 schools that do not have a community liaison.
- EC wants to advocate for the BVSD Title 6 IEP Liaison.
- Yvette's hours were cut roughly 2 years ago.
- 2-3 years ago (2022/2023), Yvette's hours were 32 and cut to 10 hours/week.
- Although the hours were cut, the expectations/workload was not adjusted, it remained the same.
- When Yvette received her yearly evaluation after the hours/week cut, she was given a negative evaluation b/c she wasn't able to complete the same workload for a 32 hour/week position rather the expectation was to complete that same workload amount in a 10 hour/week timeframe.
- Yvette advocated for herself in the 2023-2024 public hearing to increase her hours in order to cover the workload and her request was rejected.

### **Past Activity Reports/Evaluation**

- **Rock Climbing -**
  - **Discussion - Per Tammy, Title 6 IEP parent**, the event was great! Daughter really enjoyed rock climbing, and the parents/students looked as if they were having a great time as well.
  - **Agent/Action** - Yvette to provide total headcount and an itemized list of expenses incurred.
  - **Deadline** - Friday, March 5th.
- **Dream Catcher Making Class -**
  - **Discussion** - The class was great!

### **Old Business**

- **FREE 2026 Denver March Powwow Tickets**

- **Background/Discussion:** Free tickets are to be distributed by the Title 6 IEP to requesting Title 6 IEP students and family members living w/in the same household. Tickets will be digitally distributed.
  - **Primary Agent/Action:** Mary Amber to create/provide Google Form to Yvette capturing necessary data for ticket distribution. The Google Form should capture student name(s), associated adult(s) name(s), home and email address. Yvette needs data no later than March 15<sup>th</sup> in order to submit to the Denver March Powwow Committee. Post updated flyer to social media and AIPAC website.
  - **Deadline:** No later than Sunday, March 15th.
  - **Secondary Agent/Action:** Yvette to send out Google Form and updated flyer to the Title 6 IEP family email distribution list.
  - **Deadline:** Send out as soon as Google Form is received.
- **The Four Mile Historic Park One Day Free Camp - Earth Day Celebration Updates**
    - **Background/Discussion:** Event takes place on Saturday, April 18th. A request will be sent for volunteers. Discounted rates for AIPAC students that will hopefully be covered by a sponsor. Awaiting a save the date flyer. Yvette will share info. w/Longmont students.
    - **Agent/Action:** Mary Amber to obtain sponsorship and distribute flyer.
    - **Deadline:** ASAP
    - **Motion to be involved in the event -** Mary Amber
    - **Second -** Elder Gloria
    - **Voting -** All voted yes, Yvette abstains
- **2026 HS Senior Honoring Ceremony**
    - **Background/Discussion:** roughly \$28 over budget (total spent = \$2,528.46). Per Yvette, funds f/the Title 6 IEP travel budget can be moved to cover the overage.
    - **Agent/Action:** Yvette to ensure fund movement w/in the budget.
    - **Deadline:** ASAP
    - **Motion to allow Yvette to reallocate funds w/in the Title 6 IEP budget to cover the overage (\$29) -** Josh
    - **Second -** Mary Amber
    - **Voting -** All voted yes, Yvette abstains
- **Seal of Bi-literacy**
    - **Background/Discussion:** Mary Amber reached out to Kristen Nelson-Steinhoff, BVSD Director of Culturally and Linguistically Diverse Education (CLDE), kristin.nelson-stein@bvsd.org via email on March 3rd to provide support and confirm deadlines. Mary Amber is still awaiting updates from Kristin. No longer going to work w/Denver Indian Ctr. Rather, bringing the teaching requests back into the Boulder area. 5 languages were requested and recommended Native American instructors were provided. Per Yvette, we have a confirmed Navajo language instructor who is an employee of the district.

- **Agent/Action:** Mary Amber, continue to work with Kristin on obtaining needed language instructors.
- **Deadline:** Ongoing
- **Secondary Agent:** Yvette
  
- **New Website/Meta accounts (reimbursement)**
  - **Background/Discussion:** The \$176.45 expense provides AIPAC with a 3 year agreement for a unique domain and high security feature.
  - **Motion made to reimburse Alison for the expense incurred:** Mary Amber
  - **Second:** Josh
  - **Voting:** All voted yes, Yvette abstains
  
- **Bank Account/Non-profit Status/Other Financial Transition Topics**
  - **Background/Discussion:** In order to open a new bank acct. for AIPAC, the following needs to be done:
    1. File our Articles of Incorporation w/the state (\$50) and add the ability to solicit donations (\$10). Total expense = \$60
    2. File for a new EIN, free via the IRS website.
    3. File for a 501c3 (\$275).
    4. Per Yvette, Title 6 IEP funding cannot be utilized for these expenses. Yvette volunteered to cover the entire fee as a donation and will Venmo Josh the amount and Josh will provide Yvette a receipt.
    5. AIPAC needs to decide what to do w/the existing AIPC bank acct.
    6. Josh to draft a letter to the prior AIPC Treasurer, EC reviews, EC to provide any modifications prior to email distribution.
  - **Agent/Action:** Josh to start working to complete all steps listed above
  - **Deadline:** ASAP/Ongoing
  - **Motion made to move forward w/the steps outlined above:** Josh
  - **Second:** Mary Amber
  - **Voting:** All voted yes, Yvette abstains
  - **Motion made for the BVSD AIPAC to divest from the existing AIPC acct.:** Mary Amber
  - **Second:** Alison
  - **Voting:** All voted yes, Yvette abstains
  
- **Red Dress Day: Community Safety & Success the Native Way**
  - **Background/Discussion:** Lynette is out of town therefore, no updates at this time.
  
- **AIPAC Logo Design Contest Updates**
  - **Background/Discussion:** No concrete updates except a deadline was created, there are no submissions as of today and EC decided to open the contest up to family logo design submissions.
  
- **Google Survey Updates**

- **Background/Discussion:** The survey is to gather input and receive clear consent f/Title 6 IEP parents/guardians to communicate w/them directly. A question f/Josh regarding who is the target demographic to focus on...Title 6 IEP students or the entire Native American Community (i.e.parents, elders, etc.). EC makes the decision to have the survey focus on students. Based on the discussion, Alison will update the survey and get it out to the EC asap.
- **Agent/Action:** Alison, update the current Google Survey draft and send it out for EC review. Once review is complete, the survey will be sent to Title 6 IEP parents/guardians.
- **Deadline:** ASAP

### **New Business**

- **Permanent weekly community space at Dairy Arts Center**
  - **Background/Discussion:** Mary Amber is still working to lock down space.
  - **Agent/Action:** Mary Amber
  - **Deadline:** ASAP/Ongoing
- **Meeting times and locations June-August**
  - **Background/Discussion:** Alison requests we table this item.

### **Other Business**

- **Denver Indian Family Health Services**
  - **Background/Discussion:** Free skiing event for students 6-18 years of age in Eldora on Monday, March 30th.
  - **Agent/Action:** Mary Amber, will share the event flyer.
  - **Deadline:** ASAP
- **Logo Redesign Support Activity**
  - **Background/Discussion:** Mary Amber would like to have this event in April on a Wednesday. The goal is to have a space to bring interested Title 6 IEP students together to create art. Mary Amber to send a supply wishlist to Yvette. Mary Amber is requesting an art kit inventory list f/Yvette. Alison proposes to combine the art kit and the Logo Redesign into one night in order to provide students options. The Logo Redesign contest has a deadline of April 8th. Alison suggests selecting a date in which another meeting is taking place simultaneously in the BVSD building in order to share the front desk expense.
  - **Agent/Action:** Mary Amber, select an art night date in April that coincides w/same date/time meeting in the BVSD building and is b/f the Logo Redesign deadline, send Yvette art supply wishlist, retrieve any art kits f/Yvette and create/post event flyer.
  - **Deadline:** ASAP
  - **Second Agent:** Yvette, provide Mary Amber art kit inventory list and email event flyer to Title 6 IEP family email distribution list.
  - **Deadline:** ASAP

- **Community Suggestion**

- **Discussion:** Elder Gloria suggests AIPAC create, foster and nurture a buddy system. For example, a Title 6 IEP student could pair up w/another Title 6 IEP student and meet up at Title 6 IEP/AIPAC events.

- **Storage Needs**

- **Discussion:** Mary Amber needs a storage space for sewing machines, beads, etc. Yvette snagged a bookshelf for us to use for storage (in her office at Nevin Platt Middle School) however, It's not a secure space. Mary Amber declined this offer due to concerns regarding security/cost of materials and equipment replacement.

- **AIPAC Student Advisory Board**

- **Discussion:** Yvette is requesting AIPAC contact Title 6 IEP Senior Students to come in and talk as student representatives and to mentor younger Title 6 IEP students. AIPAC is on board w/this suggestion.

**Close Meeting**

- Motion to adjourn meeting: Alison
- Second: Josh
- Voting: All voted yes, Yvette abstains

**Meeting adjourned at 7:55p**