

**KASHIA BAND OF POMO INDIANS  
OF THE STEWARTS POINT RANCHERIA  
KASHIA YOUTH SERVICES  
PROCEDURES**

**Section 1. Purpose**

These Operating Procedures, which may be referred to as the “Kashia Youth Services Procedures,” set forth the mechanisms and guidelines by which the Tribal Kashia Education Fund (KYS) will operate.

**Section 2. Legal Authority**

The Stewarts Point Rancheria, Kashia Band of Pomo Indians is recognized as a sovereign government by the United States of America. The Tribal Council of the Kashia Band of Pomo Indians is a duly authorized body, empowered to conduct government affairs on behalf of the people and to promote and foster the economic development and the health and well being of the tribal membership. The Tribal Council consists of seven (7) members elected annually by the Community Council in accordance with the Constitution and Election Ordinance. Terms served by Tribal Council members are identified in the Constitution and Election Ordinance.

The Kashia Youth Education Fund was approved by the Kashia Community at a meeting held on May 18<sup>th</sup>, 2008. Tribal Council changed the name to, Kashia Youth Services to encompass the expansion of services to our youth, at a Tribal Council meeting held on October 11, 2014.

**Section 3. Program Description**

The KYS provides rewards to Kashia Tribal youth who meet or exceed benchmarks set forth by the Kashia Community Council. The program is designed to provide “Kashia Rewards Cards” to tribal youth who promote grades from K-5 (example-graduating 1<sup>st</sup> to 2<sup>nd</sup> grade), youth who maintain a 2.5 grade point average in Middle or High Schools (per semester), and youth who promote from Elementary to Middle school or Middle school to High school and youth who graduate High School.

The intent of the program is to promote school and education to our youth and build support and trust between them and their tribal government.

**Section 4. Program Guidelines**

4.1 The KYS shall be made available to all enrolled Kashia tribal members in Kindergarten through grade 12.

4.2 The KYS will provide rewards for students who promote to higher grade levels in Elementary School and who are promoting from Elementary to Middle School or Middle to High School. This award will consist of an award up to \$50.00, based on fund availability.

- 4.3 The KYS shall provide rewards for middle and high school students who can document a 2.5 GPA or higher. This will consist of an award of up to \$75.00 per semester, based on fund availability. Academic class's need to be C's or better.
- 4.4 The KYS will provide extra rewards for students graduating high school. This will consist of an award up to \$200.00 based on fund availability.
- 4.5 The KYS will provide extra rewards for students graduating from high school and enroll in a full time college program. This award will be \$300.00 based on fund availability.
- 4.6 The KYS shall report to the tribe on an annual basis the number of rewards issued.

### **Section 5. Required Notices to Tribal Office**

- 5.1 The Kashia Tribal office will require completion of the Student Information Form from the student or the parent before processing the "KYS Rewards Card".
- 5.2 A report card or a letter from the student's teacher shall be required for submittal as proof of promotion.

### **Section 6. Processing of request**

- 6.1 Upon receipt of a completed form, the Tribal Office will review and verify the information provided and prepare it for final approval & signature by the Tribal Chairman.
- 6.2 Final Processing shall include;
- a. Preparation of Congratulation letter to be signed by the Chairman
  - b. Awarding of the "KYS Rewards Card"
  - c. Documentation of the award in the KYS Log Sheet/Education Tracker
  - d. Filing of the documents in the "KYS Student Information File".
  - e. The Mailing of the Letter and rewards card. Amounts exceeding \$200 will be mailed certified mail.

The KYS will help provide a 2/3 partial award for Kashia children from **Sections 7 to Section 8** activities, based on fund availability. Not to exceed 2 activities per year. No monthly or reoccurring membership fees will be paid; KYS will pay 2/3s of documented registration fees for 2 activities per year. High School sports will require a 2.0 GPA or higher in academic course.

**Section 7. Youth Activity Registration Fees**

- a. Football, Basketball, Soccer, Dance, Cheer, Ballet, gymnastics and other like activities
- b. Educational & Cultural activities

**Section 8. School based Activities**

- a. School required gym clothing
- b. Lab & Elective related fees
- c. Field trips school related up to \$150.00 max
- d. Tutoring – max \$200 per year
- e. Collegiate testing fees

**Section 9. Required School Items- full cost of the following will be paid:**

- a. School required uniforms (documentation from the school required)
- b. School required gym clothing (documentation from the school required)
- c. High School Graduation packages which include Graduation/Senior pictures(\$250.00 max) (documentation from the school/photography studio required)

**Section 10.** In the event that a special circumstance or special request is made by the tribal member, the Education Committee shall review all special requests and in the event of the denial of a special request, an appeal may be made to the Kashia Tribal Council and their decision shall be final. 2/3s award still applies, Not to exceed \$500.00.

**Section 11.** General Council has approved Tribal Council can amend KYS procedures and will report any amendments to the General Council at the next scheduled Quarterly General Council meeting.