

**INDIAN POLICIES AND PROCEDURES**

Note: Districts receiving federal Impact Aid are required to have “IPPs” or Indian Policies and Procedures. The following sample was adopted from sample policies issued by the Department of Education.

The Southwest Region School District’s goal under the Indian Policies and Procedures [IPP] is to ensure that all Native Alaskan/American Indian children of school age have equal access to all programs, services, and activities provided by the school district.

The District will establish policies and procedures to ensure that children residing on Indian lands participate in programs and activities supported by Impact Aid Funds on an equal basis with all other children. Parents of these children will be afforded an opportunity to present their views on these programs and activities, including the opportunity to make recommendations on the needs of those children and how the District may help these children realize the benefits of these programs and activities. Parents and Indian Tribes will be consulted and involved in the planning and development of these programs and activities and the relevant applications, evaluations, and program plans will be disseminated to the parents and the Indian Tribe.

It is the intent of the District to fully comply with all requirements of Title VII (Impact Aid Program) of the Elementary and Secondary Education Act of 1965 (formerly Public Law 81-874, amended 8/2/02), and to that end, the Governing Board has adopted as policy these Indian Policies and Procedures (IPPs). The IPPs by intent and by Board action supersede all previous Board action and are intended to bind the Governing Board, administration, and staff of the District.

**ATTESTATIONS**

The Southwest Region School District attests that it has established Indian Policies and Procedures (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the tribes and parents of children residing on eligible Indian lands. A copy of the current policies and procedures will be attached to the FY 2019 Impact Aid application.

The Southwest Region School District attests that it has provided a copy of written responses to comments, concerns and recommendations received from tribal leaders and parents of Indian children through the Indian policies and procedures consultation process and disseminated these responses to tribal leaders and parents of Indian children prior to the submission of their FY 2019 Impact Aid application.

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The following Indian policies and procedures become effective upon school board approval.

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**POLICY FOR STANDARD 1**

The Southwest Region School District will disseminate relevant applications, evaluations, program plans and information related to the District's education program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations.

**PROCEDURE FOR STANDARD 1**

The District Administrator/designee will, as soon as reasonably possible after such information becomes available, but not later than one week in advance of any meeting, mail (electronic mail preferred) to Tribal officials a copy of the following documents and mail a summary of the following documents to Indian parents:

- Impact Aid Fiscal Year 2019 application;
- Evaluation of all educational programs; and
- Plans for education programs the District intends to initiate or eliminate.

In addition, information regarding these materials will be included in the District's monthly newsletter, if appropriate.

Parents of Indian children, tribal officials and the public will be given notice of any and all meetings related to equal participation or the content of the educational program by including information about meeting times and locations in the questionnaire to be disseminated in the fall. The location, date and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting.

The District will disseminate information and seek timely input regarding the following programs on its educational program (including, but not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A, Title IV, Part A, Title IV, Part B, Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII-Impact Aid programs, Johnson O'Malley programming.

The completed applications, evaluations, and program planning will be made available to parents of Indian children, Tribal officials, and the Parent Advisory Committee and a summary will be prepared and disseminated in at least 5 days in advance of public hearings held no later than December of the current school year to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings. These hearings will be publically advertised by radio, advertisement, newsletter or in writing to allow all interested parties to attend. In addition,

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representatives from the District will schedule meetings with the local tribes to seek input.

Parents of Indian children, tribal officials, the Parent Advisory Committee and any other interested persons can review assessment data to help develop or modify educational programs and services allowing for the participation of Indian students on an equal basis in the district.

Minutes from the Parent Advisory Committee meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for ongoing dissemination of information.

**POLICY FOR STANDARD 2**

The Southwest Region School District will provide an opportunity for tribes and parents of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the education programs and activities.

As part of this requirement, the District will:

1. Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for method of communication, and
2. Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.

**PROCEDURE FOR STANDARD 2**

In order to allow Indian parents and tribal officials to make commentary concerning (1) the needs of their children and the ways in which they can assist them in realizing the benefits of the education programs; (2) the overall operation of the District's education program; and (3) the degree of parental participation allowed in the same, the Board will mail parents of Indian children and Tribal officials a questionnaire requesting their input and recommendations in the fall and will thereafter hold an annual Board meeting where such commentary may be reviewed by Indian parents, Tribal officials, and the School Board.

Indian parents and Tribal officials will be given notice of any and all meetings by including in the above-referred questionnaire to be disseminated in the fall semester information as to the location of legally posted School Board notices. The location, date and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting.

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If participation in the survey results in a low return rate or the established meeting yield low participation by the parents of Indian children and tribal officials, the District will re-evaluate its plan and consult with parents of Indian children and tribal officials on ways to improve and enhance participation in the consultation process. The District may re-locate meetings or times to encourage participation.

The Parent Advisory Committee of the District will meet at semi-annually for the purpose of addressing comments and concerns of parents of Indian children regarding the District's educational programs and activities. The meeting agendas shall be posted and all meetings shall be open to the public allowing for tribal officials as well as parents of Indian children the opportunity to submit comments and recommendations for consideration.

At each of the scheduled monthly school board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, at least one public hearing is annually scheduled during a Community School Committee (CSC) meeting at each school which is primarily devoted to providing information and addressing questions regarding educational programs including federal programs. Based upon suggestions, preferred methods of communication as well as ways to maximize participation from tribal officials as well as parents of Indian children will be seriously considered.

The District representatives will schedule meetings with the affected tribe or tribes to discuss ongoing programming goals.

**POLICY FOR STANDARD 3**

The Southwest Region School District will at least annually, assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities. As part of this requirement, the District will:

1. Share relevant information related to Indian children's participation in the LEA's education program and activities with tribes and parents of Indian children; and
2. Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.

**PROCEDURE FOR STANDARD 3**

The District will take the following measures to annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities.

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- A. The District will monitor Indian student participation in all academic and co-curricular activities.
- B. School district officials will review school data to assess the extent of Indian children's participation in the District's educational programs on an equal basis.
- C. The District will share its assessment of district funding, Indian student participation, related academic achievements and other related data will be shared with the parents of Indian children and tribal officials by (mail, email, posting at tribal offices, etc.).
- D. Parents of Indian children, tribal officials and other interested parties may express their views on participation through direct communication with the school district, at any school board meeting or to the Parent Advisory Committee

The District shall annually calculate from its records the ratio of Indian children compared to other children participating academic and co-curricular programs ("school data").

Annually, the District Administrator (or a designee), administrators, staff members, the Parent Advisory Committee, Indian parents, and Tribal officials will hold a meeting to assess the extent of Indian children 's participation in the educational program. At such meeting, attendees will analyze the school data and Tribal/parental commentary to determine the extent of equality of Indian children's participation with other children.

The District will disseminate the results of the assessment of Indian participation to parents of Indian children and tribal officials within one month of publication by mail or e-mail.

Parents of Indian children or tribal officials may comment on the results at regularly scheduled school board meetings, Parent Advisory Committee meetings, directly to the school district by (phone, email, writing, etc.). In addition, parents of Indian children and tribal officials may comment in the fall semester through a questionnaire requesting information concerning their views as to the extent of Indian children's participation in educational programs on an equal basis with other children.

This data will be utilized to develop appropriate supports for various programs.

If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board in consultation with the Parent

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Advisory Committee and tribal officials, will modify its education program in such a way as to improve Indian participation.

**POLICY FOR STANDARD 4**

The Southwest Region School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document.

**PROCEDURE FOR STANDARD 4**

During the organization meeting of the Parent Advisory Committee, the Indian Policies and Procedures will be reviewed and revised if necessary. Once this had happened, the document will be forwarded to the School Board as well as the tribal officials and parents of Indian children for review and consideration. If necessary, the Parent Advisory Committee may suggest revisions at other times of the year as appropriate. Any updates will be sent to parents of Indian children and tribal officials within one month of adoption by the School Board.

The Parent Advisory Committee shall serve as a task force to review the meaningfulness of Indian input, to review the extent of opportunity for Indian input and to review the District's response to Indian commentary. The Committee will review the effectiveness of the District's methods of gathering the input of Indian parents and Tribal members; calculate the number of Indian suggestions which were actually implemented; permit Indian parents and Tribal officials to suggest more effective ways of communicating their views. If necessary, the Parent Advisory Committee shall make recommendations to the Board to modify its policies and procedures.

The District will hold a School Board meeting to modify policies and procedures if the Parent Advisory Committee indicates such modification is necessary.

The District will notify parents of Indian children, tribal officials and the general public of any changes to the Indian Policies and Procedures by mail/email.

**POLICY FOR STANDARD 5**

The Southwest Region School District will respond at least annually in writing to comments and recommendations made by the Parent Advisory Committee, tribal officials or parents of Indian children, and disseminate the responses to all parties by mail/email or posting at tribal offices prior to the submission of the IPPs by the District.

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**PROCEDURE FOR STANDARD 5**

The District will at least annually respond in writing to comments and recommendations made by the Parent Advisory Committee, tribal officials, or parents of Indian children, and disseminate the responses to all parties by mail/e-mail or posting at tribal offices, prior to the submission of the IPPs by the District.

**POLICY FOR STANDARD 6**

The Southwest Region School District will provide a copy of the IPPs annually to the affected tribe or tribes.

**PROCEDURE FOR STANDARD 6**

The District will annually provide a copy of the current Indian Policies and Procedures to each local tribe by mail or posting at tribal offices.

*Added: 01/2009*

*Reviewed: 08/2014, 01/2017, 09/2017*

SOUTHWEST REGION SCHOOL DISTRICT

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