

**INDIAN POLICIES AND PROCEDURES (IPPs)**  
**JEMEZ VALLEY PUBLIC SCHOOL DISTRICT #63**  
**2017-2108 SCHOOL YEAR**

It is the intent of the Jemez Valley Public School District (“District” – includes San Diego Riverside Charter School) that all Indian children of school age have equal access to all programs, services, and activities offered within the District.

The District, as the Local Education Agency (LEA), will consult with local tribal officials and parents/guardians of Indian children in the planning and development of Indian Policies and Procedures (IPPs), general education programs, and activities. These policies and procedures will be reviewed annually and revision will be made within 90 days of the determination that requirements are not being adequately met.

The 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/guardians of children residing on eligible Indian lands. A copy of the current IPPs will be attached to the FY 2018-2019 Impact Aid application.

The District attests that it has provided a copy of written responses to comments, concerns and recommendations received from tribal leaders and parents/guardians of Indian children received through the Indian Policies and Procedures consultation process and disseminated these responses to tribal leaders and parents/guardians of Indian children prior to the submission of their FY 2018-2019 Impact Aid application.

The District attests that the Jemez Valley School Board (“School Board”) as the Governing Board has adopted as policy these IPPs. The IPPs by intent and by School Board action supersede all previous School Board action and are intended to bind the Governing Board, administration, and staff of the District.

## **POLICIES AND PROCEDURES**

**POLICY 1:** The LEA will disseminate relevant applications, evaluations, program plans and information related to the LEA’s educational program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations. [34 CFR 222.94(a)(1)]

## **PROCEDURES**

- 1.1 The District Administrator or designee will, as soon as reasonably possible after such information becomes available, mail (by postal or electronic) to Tribal Governors and parents/guardians of Indian students (when appropriate) a copy of the following documents:
- Impact Aid FY 2018-2019 application;
  - Educational program evaluations; and
  - Plans for educational programs the District intends to initiate or eliminate.

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

- 1.2 Tribal Governors or designee, parents/guardians of Indian students, and the public will be given notice of meetings related to equal participation or the content of the educational program. The location, date and time of any meeting shall be posted in the same manner as a legally posted School Board meeting (72 hours prior to meeting).
- 1.3 School Board public hearing will be held by January for Title VII (Impact Aid programs). The School Board meeting agenda will include review for approval of IPPs and Impact Aid application.

**POLICY 2:** The LEA will provide an opportunity for tribes and parents of Indian children to provide their views on the LEA's educational program and activities, including recommendations on the needs of their children and on how the LEA may help those children realize the benefits of the LEA's educational programs and activities. [34 CFR222.94 (a)(2)]

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

#### **PROCEDURES**

- 2.1 The District, in collaboration with the Tribal Education Departments of Jemez and Zia Pueblos, will meet twice a year ("year" – refers to school calendar year of August to May) with Tribal Governors or designee and parents/guardians of Indian students to (1) provide information and (2) receive comments or concerns regarding the education program and activities of the District.
  - (a) The District shall provide data to the extent that the Family Education Rights and Privacy Act (FERPA) authorizes disclosure without consent. Data to include:
    - Enrollment;
    - Attendance;
    - School Safety;
    - School Calendar;
    - Education programs, services and activities offered by the District, including Indian student participation;
    - Student achievement as measured by statewide test(s) approved by the state board, with results disaggregated by ethnicity;
    - Budget of Impact Aid funds received.
  - (b) The District will solicit (1) communication preferences and (2) timeframe of meeting(s) from Tribal Governors or designee and parent/guardians of Indian students.

- (c) In place of a meeting, the District reserve the right to mail a questionnaire/survey to Tribal Governors or designee and parents/guardians of Indian students requesting input and recommendations.
  - (d) Recommendations for improvement generated from the meetings or questionnaire/survey will be presented to the School Board for consideration in school improvement planning for the District.
- 2.2 The District will issue advanced notice, no less than two weeks, of meeting date, time and location.
- 2.3 Provided the District is given sufficient advanced notice, the District will support meetings (1) organized by the Indian Education Committee (IEC / Parent Advisory Committee), (2) requested by Tribal Governors of Jemez or Zia Pueblos, and (3) requested by parents/guardians of current Indian students.
- 2.4 Tribal Governors or designee, Tribal Education Departments, parents/guardians of Indian students, Indian students, and the public retain the right to address the School Board regarding concerns about the District’s educational program and activities during the ‘Public Comment’ period of a monthly scheduled school board meeting.

**POLICY 3:** The LEA will annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the LEA’s education program and activities. [34 CFR 222.94

(a)(3)]

- i. 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
- ii. 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.

**PROCEDURES**

- 3.1 The District will ensure that students are not excluded or denied participation in educational programs, services, and activities based on the student’s race, religion, gender, sexual identity, disability or national origin.
- 3.2 The District will annually assess the extent to which Indian students participate on an equal basis with non-Indian students in the District’s education program and activities.
- (a) The District will monitor Indian student participation in academic and co-curricular activities such as academic performance, disciplinary actions, academic services, and athletics.
  - (b) The District will share its assessment of Indian student participation and related academic achievements to the extent FERPA authorizes disclosure without consent to Tribal Governors or designee and parents/guardians of Indian students by posting at Tribal offices (i.e. Tribal Administration and Tribal Education Department).

- (c) Tribal Governors or designee, parents/guardians of Indian students and the public retain the right to address the School Board regarding Indian student participation in the District's education program and activities during the 'Public Comment' period of a monthly scheduled school board meeting.

**POLICY 4:** The LEA will modify the IPPs if necessary, based upon the results of any assessment or input described in this document. [34 CFR 222.94(a)(4)]

#### **PROCEDURES**

- 4.1 During the organization meeting of the IEC, the IPPs will be reviewed and revised if necessary. Once this occurs, the document will be (1) made available to parents/guardians of Indian students and (2) submitted to the School Board and Tribal Governors for review and consideration.
  - (a) If necessary, the IEC may suggest revisions at other times of the year as appropriate.
- 4.2 Tribal Governors or designee, parents/guardians of Indian students, and the public will be provided an opportunity to comment on the IPPs at School Board meetings as described in Procedures 1.3, 2.4 and 3.2 (c).
- 4.3 Approved changes by the School Board will be incorporated in a revised IPPs which will be disseminated within two weeks to:
  - (1) Tribal Governors and Tribal Education Departments of Jemez and Zia Pueblos
  - (2) Title VII Impact Aid Office
  - (3) NM Public Education Department – Indian Education Division
  - (4) Indian Education Committee (IEC / Parent Advisory Committee)
  - (5) Tribal Education Committee/Board (if necessary) – Charter School Governing Board

**POLICY 5:** The LEA will respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the LEA. [34 CFR 222.94(a)(5)]

#### **PROCEDURES**

- 5.1 The District will respond annually in writing to comments and recommendations made by Tribal Governors or designee and parents/guardians of Indian students received through the Indian Policies and Procedures consultation process.
  - (a) Prior to the District's submission of the IPPs, the District will disseminate responses by mail (postal or electronic) and posting in Tribal offices (if necessary).

**POLICY 6:** The District will provide a copy of the IPPs annually to the affected tribe or tribes. [34 CFR 222.94(a)(6)]

#### **PROCEDURES**

- 6.1 The District will annually provide a copy of the current IPPs to the Tribal Governors and Tribal Education Departments of Jemez and Zia Pueblos by mail (postal or electronic).

**THE INDIAN POLICIES AND PROCEDURES FOR THE JEMEZ VALLEY PUBLIC SCHOOL DISTRICT  
#63 APPROVED BY:**

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Superintendent, Jemez Valley Public School District

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Date

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School Board President, Jemez Valley Public School District

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Date

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Governor, Pueblo of Jemez

\_\_\_\_\_  
Date

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Governor, Pueblo of Zia

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Date