

Indian Policies and Procedures *Revised*

Klamath-Trinity Joint Unified School District

2020-21 and 2021-22 School Years

It is the intent of the Klamath-Trinity Joint Unified School District that all Indian children of school age have equal access to all programs, services and activities offered within the school district. To this end, the Klamath-Trinity Joint Unified School District will consult with local tribes and parents 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 revisions will be made within 90 days of the determination that requirements are not being adequately met.

ATTESTATIONS

The Klamath-Trinity Joint Unified 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 was attached to the FY 2020-21 Impact Aid application.

The Klamath-Trinity Joint Unified 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 Karuk, Hoopa, Yurok, and Tsenungwe Tribal representatives and parents of Indian children prior to the submission of their FY 2021 Impact Aid application.

Indian Policies and Procedures

The TRIBES' PREFERRED METHOD(S) OF COMMUNICATION is face to face, virtual meetings, mail, email, newspaper, radio, flyers posted locally and telephone calls. Tribal representatives and parents of Indian students provided this information through the IPP Task Force stating that no one method of communicating is sufficient given the rural area we live in.

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

POLICY (1): The LEA will disseminate relevant applications, evaluations, program plans and information related to the LEA's education program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations.
[34CFR222.94(a)(1)]

1.1 *List* and describe *how* the application, evaluations, program plans and other information will be distributed to the parents of Indian children and the tribes.

The Impact Aid Report to Tribes and Community (evaluation of student performance, attendance et.) will be available to Tribes and parents of Indian children at a Fall Board Meeting (October -

December), posted on the District's website, emailed and/or sent by mail to Karuk, Hoopa, Yurok, and Tsenungwe Tribal representatives and other members of the IPP Task Force, and sent to other interested persons upon request.

The District Board of Trustees will review and take input at a regular meeting (October - December) with Karuk Tribal representatives, Hoopa Tribal representatives, Yurok Tribal representatives, Tsenungwe Tribal representatives, and parents of Indian children the following:

- (a) District's goals for the year
- (b) Impact Aid funded educational programs
- (c) Presentation and review of the Annual Impact Aid Report to Tribes and Community

1.2 State *how far in advance* of any meeting on these topics, the materials will be provided.

The LEA will disseminate, as soon as reasonably possible after such information becomes available, but not later than 1 week in advance of any meeting, by posting on the district website, sending by mail upon request to parents of Indian children, and directly emailing and/or mailing Karuk, Hoopa, Yurok, and Tsenungwe Tribal representatives and other members of the IPP Task Force

- Impact Aid Report to Tribes and Community (Assessment/Evaluation of Equal Participation in all Educational Programs)
- Indian Policies Procedures (IPPs)
- Impact Aid application
- Any Plans for District education programs.
- Textbook adoption and instructional materials including technology-based education programs will be made available during curriculum adoption process.

Parents of Indian children, tribes and the public will be given notice of IPP Task Force meetings at least 10 days in advance, Board of Trustees regular meetings will be given 7 days in advance, and special Board meetings will be noticed 48 hours in advance related to the above documents (Including IPPs) Notice will be disseminated by emailing and/or mailing Karuk, Hoopa, Tsenungwe, and Yurok Tribal representatives and other members of the IPP Task Force, and posting it on the district website. Additionally, IPP Task Force meetings will be posted in the local newspaper, aired on the local radio station, phone calls, and through flyers posted at school sites and in the community. This will allow parents of Indian children and tribes the time to review and provide comments on all documents and information received.

POLICY (2): The Klamath-Trinity Joint Unified School District will provide an opportunity for the Karuk, Hoopa, Yurok and Tsenungwe Tribal representatives 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 how the District may help those children realize the benefits of the educational programs and activities. [34CFR222 .94(a)(2)] As a part of this requirement, the LEA will-

- (i) 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

- (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.

2.1 Describe how the parents of Indian children and members of the tribe can provide input on the educational program and activities.

The LEA will make the following opportunities available for parents of Indian Children and tribes to provide input on the educational program and activities:

1) Regular Board of Trustees Meetings

The District will solicit recommendations and suggestions from the Indian community at each regular school board meeting regarding the planning development, and implementation of the educational programs assisted with Impact Aid Funds. The Superintendent or Indian Education Director will report on the work of the Task Force at Regular Board Meetings. Task Force Duties: This IPP Task Force will help identify needs of American Indian students, propose programmatic changes, and give feedback regarding program activity efficiencies and effectiveness. Each year the Task Force will review the Annual Impact Aid Report to Tribes and Community to determine if data collected adequately addresses impact aid program concerns from tribes and parents and recommend goals and priorities to the Superintendent.

2) Indian Policies and Procedures Task Force

Provides another forum for a review of educational and cultural materials utilized throughout the school district, as well as review and discuss:

- (a) Impact Aid funds budget summary
- (b) Input and views for meeting the needs of children on Indian lands
- (c) Parent/guardian presentation of views on the educational program and its operation
- (d) Recommendations for educational program budget priorities for Impact Aid funds
- (e) Any current curriculum or state textbook adoptions
- (f) Tribal Involvement:

The district Superintendent will hold regular bi-monthly meetings during the school year with an Indian Policies and Procedures Task Force. In the event that the Superintendent is unable to attend a regular meeting a designee may be assigned to attend; however, the absence of the Superintendent is not to exceed more than one (1) meeting during the school year. The IPP Task Force shall have standing positions for the Chairpersons (or their designee) and the Education Directors (or their designee) from the Karuk Tribe, the Yurok Tribe, the Hoopa Valley Tribe, and representatives from the Tsnungwe Tribe. Parent positions will be solicited through a general call for interested persons each year during the fall in the local paper(s), radio station, flyers at local businesses and Board announcements.

IPP Task Force meetings are to be scheduled bi-monthly by the Superintendent or Indian Education Director or as recommended by the Indian community members who participate. The Task Force will take the public comments from the Board of Trustee meetings under consideration and provide advice to district administration. During each year, the Task Force is to provide priorities and goals for district administration planning for the following academic year.

3) School Site Council Meetings

Provide an opportunity for recommendations and suggestions from the parents of children residing on Indian lands regarding the planning, development, and implementation of the educational programs assisted with Impact Aid Funds at regularly scheduled School Site Council meetings.

4) Formal and Informal Meetings

The District encourages collaborative working relations with the Hoopa, Yurok, and Karuk Tribes, the various tribal entities and with parents of children living on Indian lands. Designees of the district will meet on a regular basis informally and formally upon request with tribal entities at sites convenient to them within the school district.

5) Hiring Process

The hiring process of all district employees including classified, certificated, administrative and the superintendent will provide an opportunity for tribal representatives on the interview committee and when there is a screening process.

6) Complaint Policy

All parents and tribal representatives will have access to and information on the district's complaint policy, process and forms available at the district office. Care will be taken to ensure that the originator of a complaint will receive appropriate feedback as the disposition of the complaint.

2.2 Describe *how and when* the LEA will notify tribe and parents of Indian lands of the opportunities to submit recommendations and comments.

The LEA will take into consideration the Tribes' preferred method of communication to provide input. Notification of IPP Task Force Meetings required under Indian Policies and Procedures will be announced ten days in advance through local newspapers; KIDE radio, public postings; mailings to the chairs and Education Directors of the Yurok, Karuk, Hoopa Valley Tribe and representatives of the Tsnungwe Tribe and other means as appropriate.

2.3 State the tribe's preferred method (s) of communication (if not provided at the top of the document), and state how the LEA will consider the tribe's preferred method of communication.

The preferred method of communication for the Karuk, Hoopa, Yurok and Tsenungwe Tribal representatives is face to face, virtual meetings, via mail, email, newspaper, radio, flyers posted locally and telephone calls. The preferred methods of communication with tribes and parents of Indian children will be used throughout the consultation process. The LEA will, to the greatest extent possible, take the tribe's preferred method of communication into consideration for all correspondence with the tribe and the parents of Indian children.

2.4 State *how* the LEA will modify the method of communication and time of meetings to ensure maximum participation.

If the consultation participation by parents of Indian children and tribes is low the Klamath-Trinity Joint Unified School District will take the following measures to improve or enhance participation:

- Change time of IPP Task Force meetings as recommended by the Indian Community members who participate.
- Change communication method as recommended by Tribes and parents of Indian Children.

POLICY (3): The Klamath-Trinity Joint Unified 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. [34CFR222.94(a)(3)] As part of this requirement, the LEA will:

- (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.

3.1 Explain how the LEA will evaluate the Indian participation in educational programs and activities.

The Klamath-Trinity Joint Unified School 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.

The Klamath Trinity Joint Unified School District will track and report on participation rates and academic achievement of Indian children and compare with other students in programs and activities offered through Impact Aid funding. The results are reported through the Annual Impact Aid Report to Tribes and Community. Every effort will be made to keep the benchmark measurements consistent from year to year in order to look for trends of progress.

3.2 Describe which programs will be evaluated.

The Annual Impact Aid Report to Tribes and Community shall include (but not be limited to) the following items: Enrollment Data, Attendance Rates, Special Education Programs, Academic Achievement, Participation in Academic Offerings, Participation in Extracurricular Activities, Discipline Actions, Graduation Rates, Drop-Out Rates, Student transfers, A-G requirements, Student Data, CASSPP, and the Superintendent's Overview of American Indian students compared to non-Indian students.

3.3 Describe how and when it will communicate the results of the evaluation with the tribes and parents of Indian children.

The Klamath-Trinity Joint Unified School District will disseminate its assessment of Indian children participation compared to non-Indian children and any other related data with the parents of Indian children and tribes by presentation and review of the Annual Impact Aid Report to Tribes and Community at a Fall Board of Trustees meeting (October - Dec). Copies will be emailed and/or mailed to Karuk, Hoopa, Yurok, and Tsenungwe Tribal representatives and other members of the IPP Task Force and upon request to other interested persons no less than 7 days prior to the meeting.

3.4 Describe how and when the LEA will accept comments, recommendations or feedback on equal participation from the tribes and parents of Indian children.

Parents of Indian children, tribes, and other interested parties may express their views on participation through the following ways:

(1) Regular Board of Trustees Meetings:

The district will solicit recommendations, suggestions and modifications from the Indian community at regular school board meetings regarding the planning, development and implementation of the educational programs assisted with Impact Aid funds. The Superintendent or Indian Education Director will report on the work of the Task Force at each regular board meeting.

(2) Special Meetings:

The district Board will schedule and hold, upon request, an open special meeting with Karuk Tribal representatives, Hoopa Tribal representatives, Yurok Tribal representatives, Tsnungwe representatives, and parents to add modifications of educational programs.

(3) The IPP Task Force will recommend ways the LEA can modify its educational program to ensure that Indian children participate on an equal basis with non-Indian children served by the LEA. The district ensures that the Indian Policies and Procedures are implemented and followed through the IPP Task Force. Each year the IPP Task Force will review the Impact Aid Report to Tribes and Community to determine if data collected adequately addressed the Impact Aid program concerns from tribes and parents.

-Spring Board of Trustees Meeting

IPP Task Force/Parent presentation of views on the educational program and its operation. Recommendations made by the Task Force in early Spring will be addressed in writing by the LEA before the end of the school year and be reflected in the development of the LCAP. The LEA will provide a written status report on recommendations, modifications, and other input received throughout the year.

3.5 State *how far in advance* of the meeting or feedback timeframe will the evaluation be shared.

Copies of the Impact Aid Report to Tribes and Community will be emailed and/or mailed to Karuk, Hoopa, Yurok and Tsenungwe Tribal representatives and other members of the IPP Task Force no less than 7 days prior to the Fall Board of Trustees meeting (Oct - Dec). Disseminating the report at a Fall Board meeting allows the Tribes and parents of Indian Children several months to review the information and provide meaningful comments and recommendations at a Spring Board of Trustees meeting.

POLICY (4): The Klamath-Trinity Joint Unified School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document. [34CRF222.94(a)(4)]

4.1 Describe *how and when* the tribes or parents of Indian children can make recommendations for changes to the IPPs (based on any comments and suggestions received about IPPs, equal participation assessment, educational program, communication preferences, etc.).

The Klamath-Trinity Joint Unified School District will modify the IPP's, if necessary, based upon input from the tribes and parents. No modifications shall be made to the Indian Policies and Procedures without prior approval of tribes or their designees and parents of American Indian children through the IPP Task Force. Modifications to the District's Indian Policies and Procedures may be proposed by Tribal Councils (or their designees) or by district administrators at regularly scheduled Board meetings and approved by a majority vote of the School Board.

4.2 Describe *who* evaluates the recommendations.

The KTJUSD School Board of Trustees and/or The IPP Task Force will evaluate all recommendations for changes to these IPPs. The District will merge the IPP Task Force recommendations with the district's overall plan (LCAP) and long-term strategic plan.

4.3 Describe who decides if the IPPs will be revised to accommodate these recommendations.

The KTJUSD School Board of Trustees and the IPP Task Force will decide on all recommended revisions to these IPPs.

4.4 Describe when the changes will be implemented.

Changes to the IPP's will be implemented within 60 days of School Board approval.

4.5 Describe how the tribes and parents of Indian children will be made aware of the changes.

The Klamath-Trinity Joint Unified School District will disseminate copies of the revised IPPs to the tribes and parents of Indian children by attaching it to the Impact Aid Report to Tribes and Community. It will be distributed at a Fall Board of Trustees meeting, mailed and/or emailed to the Karuk, Hoopa, Yurok and Tsenungwe Tribal representatives and parents of Indian Children.

POLICY (5): The Klamath-Trinity Joint Unified School District 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. [34CRF222 .94(a)(5)]

5.1 Describe how and when the LEA will respond to the comments received through the IPP consultation.

Recommendations made by the Task Force in early Spring will be addressed in writing by the LEA before the end of the school year and be reflected in the development of the LCAP. The LEA will provide a written status report on recommendations, modifications, and other input received throughout the year.

The LEA will also provide a written status report on implementation of recommendations, modifications, and other input received from the previous year.

5.2 Describe how and when the LEA will disseminate responses to comments and recommendations?

The KTJUSD will disseminate responses to comments and recommendations 7 days prior to the board meeting at which they are presented via email and/or mail, to Karuk, Hoopa, Yurok, and Tsenungwe tribal representatives and other members of the IPP Task Force. They will also be posted on the district website and mailed upon request to interested persons.

POLICY (6): The Klamath-Trinity Joint Unified School District will provide a copy of the IPPs annually to the affected tribe or tribes. [34CR F222.94 (a)(6)]

6.1 Describe how and when the IPPs will be distributed to the tribe.

The Klamath-Trinity Joint Unified School District will annually provide a copy of the current Indian Policies and Procedures to the Karuk, Hoopa, Yurok, and Tsenungwe Tribal representatives and parents of Indian children by email and/or mail prior to submitting the Impact Aid Application.

Board Approved Date

January 20, 2020