

Indian Policies and Procedures  
Montezuma Cortez School District RE-1  
2017-18 School Year

It is the intent of the Montezuma Cortez RE-1 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 Montezuma Cortez RE-1 District will consult with local tribal officials 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. The Board of Education shall consider and approve such procedures and/or modifications to the same, as it deems appropriate no later than the December Board of Education meeting. (20 U.S.C. §1221e-3(a) (1) and 7704; and 34 C.F.R. §222.94 and §222.95(e)).

Montezuma Cortez RE-1 District recognizes that the Ute Mountain Ute Indian Tribe and parents of Indian students have a compelling interest in the education of their children. The District also recognizes that the District and the Ute Mountain Ute Indian Tribe must work closely together in order to ensure that all Indian students are afforded the opportunity to participate equally in school programs and activities. The IPP assist the District to design programs that address the needs of Indian students. The IPP are intended to accomplish this goal by facilitating communication and cooperation between parents/guardians of Indian students, Tribal officials and Montezuma Cortez RE-1 District. The IPP provide Tribal officials and parents/guardians of Indian students the opportunity to participate in the design, implementation, operation and evaluation of education programs and activities.

**ATTESTATIONS**

The Montezuma Cortez RE-1 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 are available in the Montezuma Cortez RE-1 District Administration Building and on the District's website.

The Montezuma Cortez RE-1 District attests that it will provide 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 October meeting. These responses will be disseminated to tribal leaders and parents of Indian children prior to the submission of their Annual Impact Aid application.

## Indian Policies and Procedures

### **POLICY (1): Montezuma Cortez RE-1 will**

Give tribal officials and parents of Indian children an opportunity to comment on whether Indian children participate on an equal basis with non-Indian children in the district's educational programs and activities.

Annually, the fourth Tuesday in October, the RE-1 school board shall fully devote one meeting to a discussion about the equal participation of Indian children in school programs and activities. A Tribal official designated by the Tribe will speak on behalf of the Tribe. The meeting will also include designated time for public comment to provide parents of Indian children an opportunity to comment on whether Indian children participate on an equal basis. Parents of Indian children may also submit comments in writing to the Board to be considered during the annual IPP meeting. These comments must be received three (3) days prior to the meeting. The district will respond in writing to comments received from the Tribe and parents of Indian children. This response will be posted on the district website and provided to the Tribe to make available at the Education Department.

In addition, Tribal officials (Tribal officials are used herein shall mean all members of the Tribal Council, the executive officer, the director of education, and the student support coordinators) and parents of Indian children living on the Ute Mountain Ute Reservation are encouraged to attend all RE-1 Board meetings and may request to be heard by the Board on issues affecting the education of Indian students in any matter. Any request to be placed on the Board's agenda must be made in writing three (3) days prior to the regularly scheduled board meeting. Parents of Indian children living on the Ute Mountain Ute Reservation and Tribal officials may address the school board during "Citizens Address the Board" period of any school board meeting.

All Board meetings are open to the public, subject to executive session as provided by law.

#### **Procedure 1:**

Parents of Indian children or tribal officials may comment on whether Indian children participate on an equal basis with non-Indian children in the district's educational programs and activities at regularly scheduled school board meetings, Indian Education Parent Advisory Committee meetings, and directly to the school district by (phone, email, writing, etc.). In addition, parents of Indian children and tribal officials may comment in the spring 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 and feedback into the district's programming and communication methods and timing.

The School District's Superintendent and school staff, in conjunction with the Communication Support Committee (Committee of district and school leaders and members of the tribal education department), will review annual questionnaire data and comments gathered from families and students. The results of the data and its comments will be shared with the members

of the Tribal Education department and all interested parties in the district via e-mail and will be posted on the district website for parents of Indian children. In addition, comments and/or suggestions brought forth from these conversations will become part of the Committee's approved minutes. This data will be utilized to develop appropriate supports for various programs.

During the public hearings, the school district will gather information relating to Indian children's participation in the LEA's education programs and activities. This information will also be made available to the parents of Indian children, tribal officials and the Communications Support Committee, and the Indian Education Parent Advisory Committee via email and posting on the District's website. If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board in consultation with the Indian Education Parent Advisory Committee and tribal officials, will modify its education program in such a way as to improve Indian participation.

**POLICY (2): Montezuma Cortez RE-1 will**

Assess the extent to which Indian children participate on an equal basis with non-Indian children served by the district.

Annually, the fourth Tuesday in October, the RE-1 school board shall fully devote one meeting to a discussion about the equal participation of Indian children in school programs and activities. A Tribal official designated by the Tribe will speak on behalf of the Tribe.

A detailed report shall be made available to the Education Department and parents of Indian children 30 days in advance of the annual meeting and this report shall be disaggregated to allow for a comparison of the performance of Ute Mountain Ute students, other Native American students, and the general student population.

The detailed report shall include the following information regarding the performance of Indian students:

- (a) State and district assessment results;
- (b) Attendance information;
- (c) Number of expulsions and suspensions;
- (d) Discipline statistics as reported by the buildings;
- (e) Drop-out and graduation rates;
- (f) Participation in special education programs by number and percentage;
- (g) LEP – those tested and receiving services;
- (h) LEP – description of program and services;
- (i) Participation in sports and extracurricular activities;
- (j) Budget information including information on programs assisted with Title VI funds (Indian Ed funds).

[34CFR222.94(a)(3)]

**Procedure 2:**

The Montezuma Cortez RE-1 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.

- A. Montezuma Cortez RE-1 School District will monitor Indian student participation in all academic and co-curricular activities.
- B. School district officials will analyze school and state assessment data, by September 30th of every year, to assess the extent of Indian children's participation in the District's educational programs on an equal basis.
- C. Montezuma Cortez RE-1 will share its assessment of district funding, Indian student participation, related academic achievements and other related data with the parents of Indian children and tribal officials via email to Tribal Council and by posting to the District's website page for parents of Indian children.
- D. Copies of annual IPP reports will be provided to tribal officials no later than 30 days prior to the annual IPP meeting. The School District shall annually calculate from its records the ratio of Indian children compared to other children participating in academic and co-curricular programs ("school data"). Annually, the District Administrator (or a designee), administrators, staff members, the Indian Education 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 review the school data and Tribal/parental commentary to determine the extent of equality of Indian children's participation with other children. The School District will disseminate the results of the assessment of Indian participation to parents of Indian children and tribal officials by email and posting on the District's website page for parents of Indian children.
- E. Parents of Indian children, tribal officials and other interested parties may express their views on participation through direct communication with the school district, at the annual IPP meeting in October, at any school board meeting, to the Indian Education Parent Advisory Committee, or to the Communications Support Committee (committee of district officials and Tribal education department officials) which meets monthly. All School Board meetings are open to the public in accordance with applicable law. Parents/guardians of Indian students and tribal officials may request to be heard by the Board according to established procedures. Any request to be placed on the Board agenda must be made prior to the regularly scheduled Board meeting. Generally such requests must be made three days in advance of the Board meeting. Tribal officials and parents of Indian students may also sign up to address the School Board during the "Citizens Address the Board" period of any School Board meeting. In addition, parents of Indian children and tribal officials may comment in the spring through a questionnaire requesting information concerning their views as to district programming and the extent of Indian children's participation in educational programs on an equal basis with other children.

The School District's Superintendent and school staff will review annual survey data and comments gathered from families and students and share with the Communication Support Committee and Indian Education Parent Advisory Council,.

The results of the data and its comments will be shared with all interested parties in the district.

In addition comments and/or suggestions brought forth from these conversations will become part of the Committee's approved minutes. This data will be utilized to develop appropriate supports for various programs.

During the public hearings, the school district will gather information relating to Indian children's participation in the LEA's education programs and activities. This information will also be made available to the parents of Indian children, tribal officials and the Indian Education Parent Advisory Committee via email and posting on the District's website page for parents of Indian children.

If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board in consultation with the Indian Education Parent Advisory Committee and tribal officials, will modify its education program in such a way as to improve Indian participation.

**POLICY (3) Montezuma Cortez RE-1 will**

Modify its educational program as necessary to ensure that Indian children participate on an equal basis with non-Indian children served by the district.

If, at the conclusion of the annual IPP meeting, either the district or Tribal officials believe that more information is needed, or concludes that Indian students are not participating in school programs or activities on an equal basis, a Task Force shall be established by the school board to investigate and make recommendations regarding the issues raised.

The Task Force may be charged with:

- (a) Developing recommendations to facilitate the equal participation of Indian students in school programs and activities;
- (b) Gathering information necessary to determine the issue of equal participation;
- (c) Developing recommendations to promote and facilitate consultation and involvement of Indian parents, and Tribal officials in the development of school programs and activities;
- (d) Any other task necessary to improve educational opportunities for Indian students.

. [34CRF222.94(a)(4)]

**Procedure 3:**

During the organization meeting of the Indian Education 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 District Administration/School Board as well as the tribal officials for review and consideration. If necessary, the Indian Education Parent Advisory Committee may suggest revisions at other times of the year as appropriate.

The School Board may establish a task force or an ad hoc committee of Indian parents, Tribal officials, and staff members to assist in the modification of the IPPs and/or educational programs in order to ensure the equal participation of Indian children.

If formed, such committee shall make recommendations to the Board as to any needed modifications. The District Superintendent or designee shall evaluate the recommendations from the committee and shall provide that analysis to the School Board. The School Board shall give deference to the suggestions of the committee in voting on proposed modifications.

If formed, the membership of this Task Force shall be as follows:

- at least one Ute Mountain Ute Indian Tribal Council member;
- at least one representative of the Tribal Education Dept.;
- at least one parent of an Indian student;
- at least one Indian member of the Indian Parent Committee;
- at least one School Board member;
- at least one District Administrator;
- at least one District's Impact Aid Administrator;
- at least one school teacher.

In the event that the School Board does not approve all or a part of the committee's recommendations, the Tribal Council may request a meeting with the School Board or District Administration to resolve those issues or recommendations which are in dispute. A meeting shall be held within forty-five (45) days of the Tribe's written request.

Recommended changes that are approved by the School Board shall be implemented as soon as is reasonably feasible but no later than the following school year. The District designee will communicate any changes to the Tribe and parents of Indian children through the website page for parents of Indian children and by e-mail to the Tribal Education Department.

**POLICY (4): Montezuma Cortez RE-1 will**

Disseminate applications, evaluations, program plans and other information related to the district's educational programs in a timely manner to allow sufficient advance notice for the tribe and parents of Indian children to have an opportunity to review the materials, provide input on the needs of Indian children, and to recommend ways the district can help Indian children benefit from the district's educational programs and activities.

Relevant applications and program plans and other information related to the district's education program and activities that will be discussed by the Board shall be made available on the district website along with the Board meeting notification. Parents of Indian children living on the Ute Mountain Ute Reservation and Tribal officials may address the school board during "Citizens Address the Board" period of any school board meeting. All Board meetings are open to the public, subject to executive session as provided by law.

A detailed evaluation report as described herein, available at the Education Department, shall be disaggregated to allow for a comparison of the performance of Ute Mountain Ute

students, other Native American students, and the general student population.  
[34CFR222.94(a)(1)]

**Procedure 4:**

The District Administrator/designee will, as soon as reasonably possible after such information becomes available, but not later than three days in advance of any meeting, email the Tribal Education Department and post on the district website page dedicated to Indian parents and Tribal officials a copy of the following documents:

- Impact Aid FY 2017 application;
- District Unified Improvement Plans;
- Plans for education programs the District intends to initiate or eliminate.

The Montezuma Cortez RE-1 School District will 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 Indian Education Committee (Parent Advisory Council) and a summary will be prepared in advance of public hearings in held in October to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meeting.

In addition, representatives from the District will schedule meetings of the Communication Support Committee on a monthly basis with the tribal education officials to seek input. Parents of Indian children, tribal officials, the Indian Education 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.

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 spring. The location, date and time of any meeting described above shall be posted in the same manner as a legally posted Board meeting.

These hearings will be publically advertised and invitations to attend shall be e-mailed to the Chairman of the Ute Mountain Ute Indian Tribe, the president of the Indian Education Parent Committee, the Director of the Tribal Education Department at least three days prior to the meeting; sent to the local media and radio stations serving the Ute Mountain Ute Tribe sufficiently in advance of the meeting to enable timely publication, and posted at each school building, at the School District's administrative office, and at any other locations where notices of school board meetings are required to be posted.

These notices along with announcements, agenda and minutes from the Title VI Indian Education 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 (5): Montezuma Cortez RE-1 will**

Gather information concerning the Tribe and Indian parents' views on education issues, including the district's educational program and activities and recommendations on the needs of their children and how the district may help those children realize the benefits of the district's educational programs and activities. In addition, the Board shall gather information from the Tribe and Indian parents' views on the frequency, location, and time of meetings.

Annually as part of the IPP meeting the district Board shall solicit information from the Tribe and Indian parents regarding the frequency, location, and time of meetings and shall make modifications to the method and time for soliciting Indian views, if necessary, to ensure maximum participation of Tribes and parents of Indian children.

All Board meetings are open to the public, subject to executive session as provided by law. Parents of Indian children living on the Ute Mountain Ute Reservation and Tribal officials may address the school board during "Citizens Address the Board" period of any school board meeting.

It is the policy of the RE-1 school district to promote and encourage parental participation in the educational process. Indian parents are invited and welcomed to participate on district and school building accountability special committees, which include parents.

**Procedure 5:**

Annually, the District Administrator (or a designee), administrators, staff members, the Indian Education 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 review the school data and Tribal/parental commentary to determine the extent of equality of Indian children's participation with other children. The School District will disseminate the results of the assessment of Indian participation to parents of Indian children and tribal officials by email and posting on the District's website.

Parents of Indian children or tribal officials may comment on the results at regularly scheduled school board meetings, Indian Education Parent Advisory Committee meetings, and directly to the school district by (phone, email, writing, etc.). In addition, parents of Indian children and tribal officials may comment each year 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 including the needs of their children and how Montezuma Cortez RE-1 can help meet those needs through the educational program and activities. This questionnaire will also solicit input into the preferred method of communication including time of meetings in order to ensure maximum participation.

The School District's Superintendent and school staff, in conjunction with the Indian Education Parent Advisory Committee and Communications Support Committee, will review annual spring survey data and comments gathered from families and students. The results of the data and its comments will be shared with the tribe and with all interested parties in the district. In addition comments and/or suggestions brought forth from these conversations will become part of the Committee's approved minutes. This data will be utilized to develop appropriate supports for various programs and to inform the district communication methods and timing of meetings.

During the public hearings, the school district will gather information relating to Indian children's participation in the LEA's education programs and activities. This information will also be made available to the parents of Indian children, tribal officials and the Indian Education Parent Advisory Committee via email, posting on the District's website.

If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board in consultation with the Indian Education Parent Advisory Committee and tribal officials, will modify its education program in such a way as to improve Indian participation.

**POLICY (6): Montezuma Cortez RE-1 will**

Notify Indian parents and the Tribe of the location and times of meetings.

All Board meetings are posted on the district website at [cortez.k12.co.us](http://cortez.k12.co.us). Notice of the annual IPP meeting will be posted on the district website and e-mailed to the Tribal Council and Tribal Department of Education 30 days in advance. Notices of meeting times for school accountability groups and other parent meetings shall be communicated in writing from the school to the parents.

**Procedure 6:**

The School District designee shall post notice of all board meetings, annual IPP meetings, PAC meetings and other relevant public meetings on the district website at [www.cortez.k12.co.us](http://www.cortez.k12.co.us). Notices for these meetings will also be e-mailed to the Tribal Council and Tribal Department of Education. Notices for standard board and PAC meetings shall be posted no later than three days before the meeting. In the case of the annual IPP meeting such notice shall be posted and e-mailed 30 days in advance to the Tribal Council and Tribal Department of Education.

**POLICY (7): Montezuma Cortez RE-1 will**

Consult and involve tribal officials and parents of Indian children in the planning and development of the district's educational programs and activities.

It is the policy of the RE-1 school district to promote and encourage parental participation in the educational process. Indian parents are invited and welcomed to participate on district and school building accountability special committees, which include parents.

At the annual IPP meeting, the Tribe and district shall discuss how Indian parents and Tribal officials shall participate in the planning and development of the education programs designed to serve the needs of Indian students.

**Procedure 7:**

The Montezuma Cortez RE-1 School District will 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 Indian Education Parent Advisory Committee via the District website and a summary will be prepared in advance of public hearings in held in October to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings.

In addition, representatives from the District will schedule meetings on a monthly basis with and Tribe's Education Department to seek input through the Communications Support Committee. Parents of Indian children, tribal officials, the Indian Education 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.

**POLICY (8): Montezuma Cortez RE-1 will**

Post a copy of the District's IPPs on the district website and shared annually with the Tribe as part of the IPP meeting notification. The district will modify the district's IPPs, if necessary, based upon input from the Tribe and parents. [34CR F222.94 (a)(6)]

If, at the conclusion of the annual IPP meeting, either the district or Tribal officials believe that more information is needed, or concludes that Indian students are not participating in school programs or activities on an equal basis, a Task Force shall be established by the school board to investigate and make recommendations regarding the issues raised.

**Procedure 8:**

The District shall post a copy of the District IPPs on the district website page for parents of Indian children and share annually with the tribe at least 30 days in advance of the annual IPP meeting.

**Planning for the Following School Year**

Annually, in the spring, the District shall meet with the Tribal Council or Tribal Education Department, if so requested, in order to discuss the Tribe's information requests for the following school year, to review the IPP calendar for the following school year, to review the data from the questionnaire and any needed changes, and, when applicable under these procedures, when and by whom certain reports shall be mailed or otherwise distributed to parents of Indian students.

**Approved: November 14, 2017**