

Policy 1270.2: ^Indian Policies and Procedures

Status: ADOPTED

Original Adopted Date: 11/20/2020 | **Last Revised Date:** 11/14/2023 | **Last Reviewed Date:** 11/14/2023

It is the intent of the San Pasqual Valley Unified School District that all Indian children of school age have equal access to all programs, services and activities offered within the school district. No teacher or program director is to exclude or limit participation in any district activity on the basis of race. To this end, the San Pasqual Valley Unified School 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, and revisions will be made within 90 days of the determination that requirements are not being adequately met.

Attestations

The San Pasqual Valley 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 2024 Impact Aid application.

The San Pasqual Valley 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 tribal leaders and parents of Indian children prior to the submission of their 2024 Impact Aid application.

Indian Policies and Procedures

Tribe's Preferred Method of Communication: Email, Mail and/or Publication

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

POLICY 1

The LEA will disseminate relevant applications, equal participation assessments, evaluations, program/educational plans and other 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)(l)]

Procedure 1:

1. The school district will disseminate the Impact Aid application, the equal participation evaluation and program plans to the tribal officials via preferred method of communication and a summary to the parents of Indian children with instructions on how to obtain full copies of the documents.
2. The aforementioned documentation will be disseminated via email, mail, handouts sent home with children, on social media (where appropriate) and in the district office.
3. The aforementioned documents will be sent out as soon as possible, but at a minimum of five calendar days in advance of any meeting to discuss them.
4. The applications, assessments, evaluations, plans and other information be discussed at the DIPAC (District Indian Parent Advisory Committee)
5. Minutes from all board meetings will be posted on the District's website after approval by the School Board.

1.6 The District will be in compliance with Memorandum of Understanding Between The Quechan Indian Tribe and the San Pasqual Valley Unified School District (1270.2 e)1.7 The District shall make available to the Quechan Tribal Office, the Tribal Impact Aid Committee, and parents/guardians of Indian children the following:

(1) A copy of Board Policy 1270.2;

(2) The Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95 application and summary of application, as well as summaries of any other applications for special funds under federal or state programs;

(3) All evaluations of educational programs;

(4) Any program plans to initiate or eliminate programs in school;

(5) Board agendas and information packets for all regular and special meetings;

(6) Minutes of all Board meetings;

(7) Annually, a calendar of all projected school Board meetings;

(8) A copy of the summarized annual budget will be made available to the Quechan Tribal Office and the Tribal Impact Aid Committee prior to the district's annual budget hearing held in June at the same time as the Board received same. The Chief Business Official will present the budget at a Public Hearing for the Tribal Impact Aid Committee and the general public on the proposed budget to explain how the budget is put together.

(9) A copy of the summarized annual budget revised to reflect actual amounts received will be made available to the Quechan Tribal Office and the Tribal Impact Aid Committee each November or as soon thereafter as it is compiled. The copy shall be made available to the Tribe as stated at the same time as the Board receives same.

(10) Copies of the School Accountability Report Card for each of the regular schools in the district are available on the website and upon request. A summary of the Joint Report on Equal Basis Assessment generated from the data provided pursuant to the Memorandum of Understanding shall be incorporated as an item of the district's "School Accountability Report Card" for the elementary, middle and high school. The report cards, which are required to be published annually shall be posted at the usual and customary places in the community, posted on the information boards of each of the schools and district office and copies will be made available at each of the schools and district office.

1.8 Upon request, the district shall provide an in-service instruction to parents/guardians regarding the information contained in and the use of the alternative assessment portfolios. The in-service shall be conducted at the beginning of each school year or as requested.

1.9 Each one of the schools in the district publishes information handbooks annually. The handbooks shall be designed with input from the School Site Councils and the Tribal Impact Aid Committee during the spring. These publications are given to each household in the school district, via the students, in September. The district shall make available copies of the information handbooks to the Quechan Tribal Office and to the Tribal Impact Aid Committee.

1.10 Upon request, the district organize an in-service for parents/guardians to present and review the contents of the Handbooks at the beginning of each school year. Such in-service may be held in conjunction with the in-service for parents/guardians on student portfolios and assessment methods

POLICY 2

The San Pasqual Valley Unified School District will provide an opportunity for the tribe 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 educational programs and activities. [34CFR222 .94(a)(2)]

- 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.

Procedure 2:

1. The District Indian Parent Committee (DIPAC) meets monthly for the purposes of soliciting input from the tribe and parents of Indian children on the content of the educational program and activities.
2. The San Pasqual Valley Unified School District's school board has open comment periods at every school board meeting where individuals may provide comments, concerns or recommendations. The Board Meeting Schedule is posting on the District's website. The agenda for the board meetings is posted at agenda posting sites at least 72 hours prior to the meeting.
3. Parents and tribal officials may also contact the school district directly to provide input on the content of the educational program and activities.
4. The tribe will be notified by preferred method of communication and parents of Indian children will be notified of any and all meetings at which they can provide input on the content of the educational program and activities through notices sent home to Parents, and on social media where appropriate at least five calendar days in advance of any meeting related to the educational program.
5. To the extent possible, the school district will consider the tribe's preferred method of communication in all contact related to these IPPs and the consultation process.
6. If consultation meetings have a low participation rate, the school district will work with the tribe and the parents of Indian children to determine how to modify the consultation process in a way that improves participation.
7. The school board will hold a Public Hearing during a Regular Board Meeting twice a year to allow additional input from parents, tribal members and community members.
8. The notice for the public hearing will be posted on the District's webpage as well as agenda posting sites 10 calendar days prior to the Public Hearing.
9. Tribal officials and parents/guardians of Indian children shall be provided an opportunity to comment on (1) the participation of Indian children on an equal basis in school programs and activities and (2) the general educational program including evaluations of the education programs, the implementation or elimination of any aspect of the education programs, and the operation of the education program, and (3) the degree of effectiveness of input from the Indian community. Tribal officials and parents/guardians of Indian children shall be provided an opportunity to make recommendations on the needs of the Indian children and how the district may help those children realize the benefits of the district's education programs and activities. Subject to customary district limitations on comment and presentations, every effort will be made to ensure that Tribal officials and parents/guardians of Indian children have adequate time and opportunity to review materials and express their views.

10. An opportunity for input from Tribal officials and parents/guardians of Indian children will be afforded during the course of the annual budget hearing in June, at the public explanatory meeting held by the Chief Business Official
11. The consultation and involvement of tribal officials and parents/guardians of Indian Children shall be accomplished through the DIPAC Committee and discussions at regular Board meetings.
12. In the event that the Board accepts modification recommendations which involve the planning and development of education programs, the district shall hold as many special meetings as needed with appropriate district personnel (may include administrators, teachers, staff) and tribal officials, the Tribal Impact Aid Committee, and parents/guardian of Indian children to design and implement the modifications. Tribal officials and/or the district may invite outside persons with special expertise to participate in the special planning and development meetings.

2.13 The district shall provide an in-service instruction to parents/guardians regarding the information contained in and the use of the alternative assessment portfolios. The in-service shall be conducted at the beginning of each school year.

2.14 Each one of the schools in the district publishes information handbooks annually. The district shall publish a copy of this Policy and Procedure as well as detailed summaries of the Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95 application, program plans, and evaluations when they are available, in the district elementary, middle and high school handbooks noting that a copy of any original available document will be provided to any person upon request. The handbooks shall be designed with input from the School Site Councils and the Tribal Impact Aid Committee during the spring. These publications are given to each household in the school district, via the students, in September. The district shall mail copies of the information handbooks to the Quechan Tribal Office and to the Tribal Impact Aid Committee. The district shall work with the respective School Site Councils and the Impact Aid Committee to organize an in-service for parents/guardians to present and review the contents of the Handbooks at the beginning of each school year. Such in-service may be held in conjunction with the in-service for parents/guardians on student portfolios and assessment methods.

POLICY 3

The San Pasqual Valley Unified School District will 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)]

- 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.

Procedure 3:

1. The school district will mathematically calculate the rate of Indian children's participation with non-Indian children for the entire academic program and co-curricular activities.
2. The school district will send the complete evaluation to the tribe by mail and a summary of the evaluation will be sent to the parents by notices sent home with student and on social media with information on how the parents may obtain a fully copy of the documents. These documents will be

disseminated as soon as possible, but at least five calendar days week in advance of any meeting to discuss them.

3. The District Indian Parent Committee (DIPAC) meets monthly for the purposes of soliciting input from the tribe and parents of Indian children on equal participation. The DIPAC will hold a meeting at least annually specifically to discuss the assessment on equal participation.
4. The San Pasqual Valley Unified School District's school board has open comment periods at every school board meeting where individuals may provide comments, concerns or recommendations. Parents and tribal officials may also contact the school district directly to provide input on equal participation.

3.5 The equal participation evaluation will be sent out as soon as possible, but at a minimum of five calendar days in advance of any meeting to discuss them.

3.6 Indian children shall participate in school programs and activities on an equal basis with all other children who are served by the District. The district, on an annual basis, shall gather data which reflects the participation of Indian children on an equal basis with all children of the San Pasqual Schools. The data that shall be provided by the district, as well as time-lines for receipt of such data by the Quechan Tribe through the Tribal Impact Aid Committee shall be included in a Memorandum of Understanding between the district and the Quechan Tribe which is deemed a part of this policy and may be amended as necessary.

3.7 Between August and September of each year, appropriate district personnel shall meet with the Tribal Impact Aid Committee to review and analyze the data generated to date and to prepare a Joint Report which shall be presented to the school board and sent to the Quechan Tribal Council via preferred form of communication in October. Said Joint Report shall include an interpretive summary of the disaggregated data results and program evaluations as the information relates to the assessment of equal basis participation. The raw data and statistics shall be made a part of the Report. If the Committee and district personnel disagree as to the interpretation of the data, the Report shall so indicate. If for any reason, there is no Tribal Impact Aid Committee, the District will send the report to the Quechan Tribal Council President via preferred form of communication.

3.8 Between January and February of each year, appropriate district personnel shall meet with the Tribal Impact Aid Committee to review and analyze the data generated to date, if any, for eventual inclusion in the October Joint Report on Equal Basis Participation Assessment.

POLICY 4

The San Pasqual Valley 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)]

Procedure 4:

1. At the Fall meeting of the DIPAC, the DIPAC will review the IPPs and make recommendations for changes. At this meeting, the parents of Indian children and tribal officials may make any recommendations for changes to the IPPs.
2. The DIPAC, parents of Indian children and tribal officials may also make suggestions for changes at other times of the year at DIPAC meeting, school board meetings, or in direct communication with the school district.
3. The DIPAC evaluates all proposed changes to the IPPs. The DIPAC sends all recommended changes to the school board for consideration.

4. The school board decides if the IPPs will be revised to accommodate the changes.
5. All changes to the IPPs become effective upon adoption by the school board.
6. The tribe will be notified of any changes to the IPPs and a provided a new copy of the IPPs via mail.

4.7 Parents will be advised of changes and provided a summary of the changes by notices sent home with students and in the school newspaper with instructions on how to obtain a full copy of the IPPs.

4.8 If necessary, educational programs and activities shall be modified to ensure that Indian children participate on an equal basis with all other children in the district schools.

4.9 If after preparing the October Joint Report, district personnel and the Tribal Impact Aid Committee agree that modification is necessary, they shall jointly prepare a list of recommendations for submission to the Board at a regular meeting. The Board shall respond to the recommendations at the regular meeting occurring two months after the presentation.

4.10 If after preparing the October Joint Report, district personnel and the Tribal Impact Aid Committee do not agree that modification is necessary, or at any other time throughout the year, the Committee may unilaterally submit a list of recommendations to the Board for modification of the education program. The Board shall respond to the recommendations at the regular meeting occurring two months after the presentation.

4.11 The district Board shall, no later than the December School Board meeting, review these Policies and Procedures, which include the Memorandum of Understanding between the district and the Quechan Tribe, to ensure that the Policies, Procedures and Administrative Regulations meet the minimum standards of Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95, and the Policies and Procedures continue to provide for an adequate level of Indian Participation.

4.12 If it is found the Policies and Procedures do not meet the requirements, the district shall amend same, in consultation with and based on information from tribal officials and parents/guardians of Indian children, to conform with the requirements of Title VII of Public Law 103-382.

4.13 The Memorandum of Understanding shall be reviewed on an annual basis at a Fall Board meeting and shall be revised as necessary pursuant to agreement between the district and the Quechan Tribe to specify appropriate data required to make a comprehensive equal basis participation assessment.

4.14 The Tribal Impact Aid Committee may recommend to the Board, at any time, changes to the district's Policies, Procedures, and/or the Memorandum of Understanding which it feels to be necessary based upon its assessment of the degree of and effectiveness of input from the Indian community. The Board will respond to these recommendations at an open Board meeting within 30 days.

4.15 Copies of the amended Policies and Procedures and the Memorandum of Understanding shall be made available to the Quechan Tribal Office, the Tribal Impact Aid Committee, and any person who desires a copy.

4.16 The district shall maintain records of its compliance with this Policy. Said records shall be maintained in a central location and shall be made available to tribal officials, the Tribal Impact Aid Committee, parents/guardians of Indian children, and the general public upon request. Said records shall include, but not be limited to, Board minutes, any relevant Reports or Recommendations submitted to the Board, copies of notices provided to the Tribe, any relevant correspondence, minutes of any relevant committee or planning and development meetings, and copies of the data and program evaluations provided to the Tribe.

POLICY 5

The San Pasqual Valley 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)]

Procedure 5:

1. The school district will respond to comments, questions and recommendations received related to the IPPs or educational program in writing.
2. The school district will respond the comments, questions and recommendations received related to the IPPs or educational program at least annually.
3. The written response to comments, questions and recommendations received related to the IPPs or educational program will be disseminated by mail to the tribe. Parents will be advised of the responses and provided a summary of the responses by notices sent home with students and in the school newspaper with instructions on how to obtain a full copy of a written response.

POLICY 6

The San Pasqual Valley Unified School District will provide a copy of the IPPs annually to the affected tribe or tribes. [34CR F222.94 (a)(6)]

6.1 The school district will send the tribe a copy of the IPPs to the tribe before the school district submits its application to the Impact Aid Program on or before January 31st via the Tribe's preferred method of communication, mail and publication

DEFINITIONS:

a. Education Programs - All aspects of the education mission of the district that are part of the district's entire operating program, including, but not limited to, classroom instruction, extracurricular activities, formulation of the school budget, hiring of staff and professional development services, facilities, any services regularly or periodically provided by the district to students such as transportation and food services, and all special supplemental or categorical programs and services provided to students at the district.

b. Equal Basis Participation Assessment - An assessment taking into account both qualitative and quantitative measures of the participation of Indian children in the district's education programs and activities as compared with that of non-Indian children served by the district. Qualitative measures shall include, but not be limited to, indices of student achievement and success at the district as reflected in various data and statistical information such as student tests and achievement scores, mastery of curriculum goals, grades and grade point averages, drop-out rates and numbers, and graduation numbers. Quantitative measures shall include but not be limited to, data indicating the number of students enrolled in the various programs, classes, activities, and services provided by the district, attendance, absentee, and disciplinary statistics.

c. Evaluations of Education Programs - Information regarding the goals, objectives, and specific learning outcomes of district programs and the results of district assessment as to whether students are meeting such goals, objectives, and outcomes as indicated in supporting data, statistics, authentic assessment, or other results of any methodology employed by the district to evaluate student achievement outcomes. Evaluations include a budgetary breakdown of general fund expenditures.

d. Indian children - Children residing on Indian lands who are recognized by an Indian tribe as being affiliated with that tribe.

e. Tribal Impact Aid Committee - Said committee shall be made up of members appointed by the Quechan Tribal Council on an annual basis.

COMPLIANCE OFFICER/DISTRICT COMPLAINT PROCESS

The Board shall appoint the compliance officer, taking into account the recommendations and advice of the Tribal Council

a. The duties of the compliance officer will include (1) annually briefing the Board and the Tribal Council on the requirements and time-lines set forth in the policies, (2) annually holding a training session for faculty and staff regarding data reporting procedures, (3) holding an annual public meeting for the community to review the requirements and time-lines set forth in the policies, (4) providing on-going review of the district's actions to ensure compliance with the policies and procedures, i.e. procedures followed,

time-lines met, district record-keeping maintained, and any agreed upon changes or recommendations implemented, and (5) facilitating communication between the district and members of the Indian community.

b. This person will also review any questions or complaints submitted by parents/guardians or tribal representatives regarding actions related to these policies and procedures and will ensure that any concerns are resolved or answered.

11. Complaint Procedures Pursuant to The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95

a. The Quechan Tribe or its designee, may file a written complaint with the County Superintendent of Schools regarding violations by the Board of Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95.

b. The Quechan Tribe or its designee, may file a written complaint with the Assistant Secretary for Elementary and Secondary Education regarding violation by the district of the regulations set forth in Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95. Title VII of The Elementary and Secondary Education Act as amended by the Every Student Succeeds Act or PL 114-95 shall govern all procedures regarding written complaints and hearings.
