

## Indian Policies and Procedures

### Coconino County Regional Accommodation School District

2024-2025 School Year

It is the intent of the Coconino County Accommodation 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 Coconino County Accommodation 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 Coconino County Accommodation 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 2026 Impact Aid Application.

- The Coconino County Accommodation 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 our FY 2025 Impact Aid Application.
- The Tribe and our parents of Indian children have identified the following preferred methods of communication:
  - Phone Calls
  - E-mail
  - U.S. Postal System
  - In-person

**Policy 1:** An LEA must disseminate relevant applications, evaluations, program plans, and information related to the LEA's education program and activities with sufficient advanced notice to allow tribes and parents of children the opportunity to review and make recommendations.

#### Procedure 1:

- The applications, evaluations, program plan, and information will be distributed in the following ways:
  - Sent by letter or e-mail to the Navajo Tribe, Chapter Houses that serve our students, and parents/guardians of our Indian students
  - Posted on our school district website
  - Shared annually at Open House events held during each summer
- The materials will be provided to Tribal officials and parents of Indian children no less than two weeks prior to any meeting. E-mails and/or letters will be sent out in August, of 2023 to describe programs and to elicit feedback from parents on programs offered. The district website will also have program information for parents and students to access. The first meetings with Chapter House Officials and parents to discuss academic offerings were held in person on July 25 and July 26, 2023. The first meeting with Navajo Tribal leaders to discuss current trends and data and to obtain input on offerings will be held in the Fall of 2023, via video conferencing or in person depending on the Tribe's preference or as per direction from the President of the Navajo Nation.

**Policy 2:** 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 how the LEA may help those children realize the benefits of the LEA's education programs and activities.

- An informational materials and program design letter will be sent to tribal officials and parents of Indian children at the beginning of each school year - no later than August 15<sup>th</sup>. We will include program evaluation results in this letter as well. We will utilize the U.S. Postal System to accomplish this; additionally, we will send this same information to tribal officials and parents of Indian children utilizing e-mails by no later than August 15<sup>th</sup> annually. Most of this same information is posted on our district website annually (in the Fall) and updated monthly. Also, these correspondences will include the following:
  - Notifying them that input from tribal leaders and the parents of Indian Children is important and that they can submit their comments and recommendations to our schools in-person, via phone, using e-mails or through use of the U.S. Postal System at any time during the year. We will utilize communication methods that align with their preferences for any and all communication purposes. Our August correspondences will also include the dates and times of all School Board meetings along with an invitation for them to attend these School Board meetings either in-person or virtually - thus ensuring another opportunity to provide feedback. The dates and times of our School Board meetings will also be posted on the school district website in January of each year.
- The above August correspondence methods will also be utilized to notify Tribal officials and parents of Indian children that they are invited to state their preference for preferred methods of communication from and to the school district. Included within those various outreach/communication queries will be notifications of any meeting or meetings to gather feedback from tribal leaders and parents of Indian children at each school site. These parent/family meeting nights will be held quarterly throughout the school year.
- We will continually review and assess the efficacy of current communication methods that were designed to receive comments and recommendations from tribal officials and parents. If it is determined that there is a more effective method to achieve this outcome, it will be implemented. Comments and recommendations from Tribal leaders and the parents of Indian children will be presented to school staff and the School Board upon receipt of such feedback. Suggestions made will be considered and may be implemented if logistically and fiscally possible and are also in concert with the District's Vision and Mission.

**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.

- Regularly, the Coconino County Accommodation School District will review the appropriate data to assess Indigenous students' participation in our programs on an equal basis with non-Indigenous children.
  - The evaluation will be done based on current and past data that our school district has accumulated
  - The schools that will be evaluated are Ponderosa High School, Tse' Yaato' High School, our On-line Instruction school, Coconino County Juvenile Detention Center School and students who may be confined at the Coconino County Jail.
  - The data that will be collected will be by demographics and include the following:
    - Number of credits earned by students
    - Number of students who graduate
    - Attendance
    - Stakeholders' comments and recommendations for the IPP document
  - Tribal officials, parents of Indian children and other interested parties may express their views on participation through direct communication with the school district (phone, email, postal system, in-person at the school site, or at any school board meeting).

- Feedback may be utilized to develop and implement changes to our school district's educational programs and related activities as deemed to be appropriate, fiscally responsible and in concert with our District's Vision and Mission.

**Policy 4:** The Coconino County Accommodation School District will modify the IPP's if necessary, based upon the results and/or input relative to the current IPP document which is always under consideration for review and possible edits.

- All stakeholders of Coconino County Accommodation School District are welcomed and encouraged to make recommendations for changes to the district's current IPP's by e-mail, phone, fax, postal system, or in person at any time. There will be two formal opportunities that our school district will be requesting and accepting recommendations for changes to our IPP's. The first opportunity is when our school district is in process of writing a new IPP, and as part of that process, our district will solicit input from all stakeholders. The second opportunity is after our school district has collected data on various student metrics each year, has analyzed that data and presents district findings to all stakeholders for their review. This will take place after each school year has concluded.
- More specifically, In May of every year our district will forward copies of our current IPPs to tribal leaders and parents of Indian Children. This will be accomplished by utilizing the U.S. Postal System and through the use of e-mails; at that same time, we will notify tribal leaders and the parents of Indian children that these current IPPs are also located on our school district's website. This May correspondence will invite them to review the IPPs and offer their views, suggestions and recommendations for revisions to the IPPs and to return that feedback to us by August 15<sup>th</sup> of each year. Upon receiving this input, the IPPs will be revised accordingly and these revised IPPs will be submitted to the School Board for approval at their September Board meeting. Upon receiving Board approval, these revised IPPs will be sent out to tribal leaders and parents of Indian children during the month of September each year highlighting the revisions. This is the process that we will utilize to ensure "how" and "when" tribal leaders and the parents of Indian Children are made aware of any changes to our district's IPPs.
- Changes to the IPP can be made at any time if all stakeholders have had an opportunity for input and the school board gives approval for the recommendations.
- The Tribe and parents of Indian children are stakeholders and partners; therefore, they are integral to the process of recommending changes. Once the process is complete and the recommendations are approved by the school district Governing Board, tribal leaders and parents of Indian Children will receive copies of the newly revised IPPs during September of each year.

**Policy 5:** Respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the response to the tribe and parents of Indian children prior to submission of the IPP's by the LEA.

- The Coconino County Accommodation School District will acknowledge to all respondents that their comments have been received and will be reviewed. Such comments will be presented to the School District Superintendent for review. When appropriate, the Superintendent will share information with stakeholder groups for review. Action will depend on stakeholder's recommendations and, at the point in time, when the review process is taking place for a new IPP. As an element of the IPP review and amendment process, official responses will be shared with all stakeholders as a component of the information packets sent out each year.
- The dissemination of responses will be ensured according to and by the preferred method(s) of communication that the stakeholders have identified - by e-mail, phone, the U. S. Postal Service, in-person or through utilization of the district website.

**Policy 6:** Provide a copy of the IPP annually to the affected Tribe or Tribes:

- The IPP will be distributed by the Coconino County Regional Accommodation School District to the Tribe for review and approval by e-mail and/or postal service during the Summer or Fall of each year.