



Los Lunas Schools  
Indian Policies and Procedures (IPP's)  
SY 2022-23

It is the intent of the Los Lunas Schools, that all American Indian children of school age, have equal access to all programs, services, and activities offered in the school district. To this end, Los Lunas Schools will consult with local tribal officials and parents of Indian children in the planning and development of the 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

Los Lunas Schools 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 2021-22 Impact Aid application.

Los Lunas Schools 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 SY 2021-22 Impact Aid application.

**Policy 1-** An 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.

## Procedures

- 1.1 Los Lunas Schools' Indian Education Committee (IEC) will meet quarterly, and more if necessary, starting in September. A reminder email will be sent out to all committee members, tribal leaders, families of students currently attending Los Lunas Schools, and the Pueblo of Isleta Department of Education no later than seven (7) days before each meeting. The email will include a draft agenda and any documents (Indian Policies and Procedures, Title VI Formula Grant, IEC by-laws, Impact Aid application, Indian Education Act Grant, survey results, student needs assessment, 506 Form information, etc) related to the draft agenda. Meeting minutes will be emailed to the aforementioned stakeholders after the meeting within three (3) days.
- 1.2 Los Lunas Schools will hold a quarterly, and more if necessary, parent open forum meeting in conjunction with the IEC meeting. An email and phone call reminder will be sent out to all American Indian households of the LEA no later than three (3) days prior to each meeting.
- 1.3 All applications required for American Indian Programs and additional documents (Indian Policies and Procedures, Title VI Formula Grant, IEC by-laws, Impact Aid application, Indian Education Act Grant, survey results, student needs assessment, 506 Form information, etc) will be provided a week before the due date to tribal officials

and the Pueblo of Isleta Department of Education. Said applications will be shared via email with families, see Procedure 1.1 and discussed at the next scheduled IEC and parent forum meeting.

- 1.4 All reports required for American Indian programs will be provided at least annually to tribal officials and the Pueblo of Isleta Department of Education within a month of completion. Said reports will be shared via email with families, see Procedure 1.1 and discussed at the IEC and parent forum meetings scheduled following completion.
- 1.5 Results of any surveys will be shared with tribal officials and the Pueblo of Isleta Department of Education within a month of completion. Survey results will be shared via email with families, see Procedure 1.1 and discussed at the following IEC and parent forum meetings after completion.

**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 on how the LEA may help those children realize the benefits of the LEA's education programs and activities. As 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.

#### Procedures

- 2(a) Los Lunas Schools will conduct parent surveys through Survey Monkey, one in the fall semester and one in the spring semester to allow for input on educational programs and activities offered to American Indian students. Paper surveys will be available at the Pueblo of Isleta Department of Education upon request.
- 2(b) Los Lunas Schools will send out an email reminder three days before the survey opens to all American Indian households serviced by the LEA to remind parents to complete the survey.
- 2(c) Los Lunas Schools will provide a question on the fall survey that will solicit the tribe's preferred method of communication. The survey results of last fall indicate email is the preferred method of communication.
- 2(d) Los Lunas Schools will accommodate (by modifying the method of communication or by changing meeting dates or times) the preference of communication based on fall survey results. The following methods of communication maybe utilized: phone, email, tribal newsletter, notification to tribal administration, and IEC and parent forum meetings.
- 2(e) At the start of each school year, Los Lunas Schools will communicate through the American Indian programs brochure all the dates, times and location of the IEC and parent forum meetings scheduled for that year. Email reminders of meetings will occur seven (7) days prior to ensure maximum participation. Other methods of communication may be utilized: phone, tribal newsletter, notification to tribal administration.

**Policy 3-** The LEA will, at least 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. 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.

#### Procedures

- 3 (a) Los Lunas Schools will annually evaluate the number of American Indian students who participate in all academic and co-curricular programs. This data will be provided once at the end of the fall semester and once the end of the spring semester via email with families, see Procedure 1.1 and discussed at an IEC meeting and parent forum meeting. The data will be sent by email to the tribal officials, the Pueblo of Isleta Department of Education.
- 3 (b) Los Lunas Schools will elicit comments, recommendations, and participation from the tribes and parents of Indian children through IEC and parent forum meetings, emails, surveys, and in person. Meetings are held with reminders at least seven (7) days before the meeting. Additionally, parents are always afforded the opportunity to provide comments via email or in person to the Director of Special Programs.

**Policy 4-** Modify the IPPs if necessary, based upon the results of any assessment or input described in §222.94f(b)

#### Procedure

- 4 IPP's will be reviewed at least three (3) times per year at the IEC/parent forum meetings and with the Pueblo of Isleta Department of Education. Recommendations will be shared with tribal leaders. Any agreed-upon changes will be revised and implemented within 90 days. Parents will be informed via email the changes that have been made within 90 days.

**Policy 5-** 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 submissions of the IPPs by the LEA.

#### Procedure

- 5 Los Lunas Schools will review comments and recommendations received during IEC and parent forum meetings. Responses to comments and recommendations will take place at that meeting, documented in writing through the agenda and/or minutes. If additional information is needed, responses will take place at the next meeting, documented in writing, through the agenda and minutes. The agendas and minutes will be emailed to tribal officials and the Pueblo of Isleta Department of Education within three days of the meeting being held.

**Policy 6-** Provide a copy of the IPP's annually to the affected tribe or tribes.

#### Procedure

- 6 Los Lunas Schools will convene a meeting with tribal officials and the Pueblo of Isleta Department of Education annually in the fall to review the IPPs. After approval by the Los Lunas School Board, a copy will be provided to the tribal officials for the governor's signature. A copy of the current IPP's will then be provided to tribal officials and the Pueblo of Isleta Department of Education.

CERTIFICATION

Approved: \_\_\_\_\_, 2022

*[Handwritten Signature]*

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President, Los Lunas School Board

*1/18/22*

\_\_\_\_\_  
Date

*[Handwritten Signature]*  
\_\_\_\_\_  
Superintendent, Los Lunas Schools

*1/18/22*

\_\_\_\_\_  
Date

*[Handwritten Signature]*  
\_\_\_\_\_  
Governor, Pueblo of Isleta

1/26/2022

\_\_\_\_\_  
Date

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