

MEMORANDUM

TO: Independent School District Superintendents
Charter School Directors

FROM: Dennis W. Olson, Director of American Indian Education

DATE: September 15, 2016

RE: American Indian Education Resolution and Parent Committee Forms

School districts that enroll ten or more American Indian students are required by Minnesota law to establish an American Indian Parent Advisory Committee and complete the Resolution of concurrence/non-concurrence documents *each* school year. Please note that the school district must convene an American Indian Parent Advisory Committee meeting in order to complete the necessary forms.

The following forms are needed:

- Transmittal of Resolution Form
- American Indian Parent Advisory Committee Roster
- American Indian Parent Advisory Committee Resolution
- Any supporting documents if necessary (school board minutes, recommendations)

Please note that a recent change in law has moved the due date for completed resolutions from December 1 to March 1. The completed forms should be mailed via U.S. Postal service to the address below by **March 1, 2017**. Please remember to keep a copy for your records.

Minnesota Department of Education
Office of Indian Education
1500 Highway 36 West
Roseville, MN 55113

If you have any questions or need assistance completing these documents, please contact Shirley Kampa at 651-582-8372 or by email at shirley.kampa@state.mn.us. You may also contact Dennis Olson at 651-582-8300 or by email at dennis.w.olson@state.mn.us.

We appreciate your support in ensuring that American Indian parents and community members have a voice in the education of their children.

2016-17 PARENT COMMITTEE RESOLUTION

(Due March 1, 2017)

WHEREAS, the Forest Lake Area Schools Independent School District/Charter School # 831 provides an opportunity for all of its citizens to participate in district program communities, and

WHEREAS, the Indian Education Parent Committee of the Forest Lake Area Schools Independent School District/Charter School # 831 is the duly elected and established Parent Committee comprised of parents of children eligible to be enrolled in American Indian programs, secondary students, representatives from community groups, school administrators, and

WHEREAS, the Parent Committee's current responsibilities are addressed in adopted by-laws and apply to programs specifically designed for American Indian learners implemented through Indian Education Program, and

WHEREAS, the Parent Committees responsibilities have been expanded to include involvement in and advisement of all educational programs, programs for elementary and secondary grades, special education programs and support services, and

WHEREAS, the Indian Education Parent Committee of Forest Lake Area Schools Independent School District/Charter School did meet on 2/9/17 to review, recommend and approve this Resolution, and

WHEREAS, the Parent Committee has found most of the District's educational programs to be adequate in meeting the needs of American Indian students.

THEREFORE BE IT RESOLVED, the Parent Committee of Forest Lake Area Schools does concur that the district's programs meet American Indian student needs.

In favor of Resolution 4

Not in favor of Resolution* 0

Louaine Bellanger
Name

2-9-17
Date

Chairperson
Indian Education Parent Committee

**If the committee does not concur with the Resolution, the reasons for the non-concurrence and recommendations shall be submitted with this Resolution. By resolution, the Board must respond in writing within 60 days, to each recommendation made by the committee and state its reasons for not implementing the recommendation. (M.S., 124D.78, Sub.1)*



**Office of Indian Education
Transmittal of Resolution and Parent Committee Roster**

Identification Information		
School District Name	Forest Lake Area Schools	District Type/No. 831
Name of person completing form	Title Superintendent	Telephone 651-982-8103

Resolution/Parent Committee Information
<p>Check all applicable items and attach the requested information:</p> <p><input type="checkbox"/> This district does not have 10 or more American Indian students enrolled, therefore no Parent Committee has been established, and no resolution/recommendations are attached (sign below and return the form to the Office of Indian Education).</p> <p><input checked="" type="checkbox"/> Resolution is attached:</p> <p> Date resolution passed by Parent Committee: <u>2/9/17</u></p> <p> Date resolution presented to Local School Board: <u>3/2/17</u></p> <p> The attached resolution is a resolution of (check one): <input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Non-concurrence</p> <p> Recommendations are (check one): <input type="checkbox"/> Included <input checked="" type="checkbox"/> Not included</p> <p><input type="checkbox"/> Resolution is NOT attached. If not attached, explain:</p> <p><input type="checkbox"/> School Board Response is NOT attached. If not attached, explain:</p> <p><input type="checkbox"/> A Parent Committee has NOT been established. If checked, please explain why not, including discussion of any steps that have been taken to establish a parent committee:</p> <p>The district requests that the Office of Indian Education provide assistance in the following area(s):</p> <p><input type="checkbox"/> Parent Committee Training</p> <p><input type="checkbox"/> Staff Development on American Indian history and culture</p> <p><input type="checkbox"/> Other (explain):</p>

The information provided on this form is true and accurate to the best of my belief and knowledge.

Signature – Superintendent of School District/Authorized Representative

Date signed

GENERAL INFORMATION AND INSTRUCTIONS: Minnesota Statutes, section 124D.78 Subdivision 1 states that School Boards and American Indian schools must provide for the maximum involvement of children enrolled in education programs, programs of elementary and secondary grades, special education programs, and support services. Accordingly, the board of a school district in which there are **10 or more American Indian students enrolled** and each American Indian school must establish an American Indian education parent advisory committee. If a committee whose membership consists of a majority of parents of American Indian children has been or is established according to federal, tribal or other state law, that committee may serve as the committee required by this section and is subject to, at least, the requirements of this subdivision and subdivision 2.

The **American Indian education parent advisory committee** must be composed of parents of children eligible to be enrolled in American Indian education programs, secondary students eligible to be served; American Indian language and culture education teachers and paraprofessionals; American Indian teachers; counselors; adult American Indian people enrolled in educational programs; and representatives from community groups. The number of parents of American Indian and non-American Indian children shall reflect approximately the proportion of children of those groups in the programs. The American Indian education parent advisory committee must develop its recommendations in consultation with the curriculum advisory committee required by Section 120B.11, subdivision 3. This committee must afford parents the necessary information and the opportunity to effectively to express their views concerning all aspects of American Indian Education and the educational needs of the American Indian children enrolled in the school or program. The school board or American Indian school must ensure that programs are planned, operated and evaluated with the involvement of and in consultation with parents of students served by the programs.

RESOLUTION OF CONCURRENCE: Prior to **March 1**, the school board or American Indian school must submit to the department a copy of a resolution adopted by the American Indian education parent advisory committee. The copy must be signed by the chair of the committee and must state whether the committee concurs with the educational programs for American Indian students offered by the school board or American Indian school. ***If the committee does not concur with the educational programs, the reasons for non-concurrence and recommendations shall be submitted with the resolution. By resolution, the board must respond in writing within 60 days, in cases on non-concurrence, to each recommendation made by the committee and state its reasons for not implementing the recommendation.***

In order to comply with Minnesota Statutes, section 124D.78, please complete 1) Transmittal Form and Parent Committee Roster, 2) Parent Committee Resolution and supporting documents, as applicable, by **March 1 of each school year** and mail to:

Minnesota Department of Education
Office of Indian Education
1500 Highway 36 West Roseville, MN 55113

Or submit completed documents via email to: mde.indian-education@state.mn.us.

If assistance is needed in completion of these forms, please call (651) 582-8280.