

# **OFFICE OF INDIAN EDUCATION**

**Formula Grant Program to LEA's**

**LEA and Parent Committee  
Roles and Responsibilities**

# OFFICE OF INDIAN EDUCATION CONTACTS

- Cathie Carothers, Director, OIE  
E-Mail: [cathie.carothers@ed.gov](mailto:cathie.carothers@ed.gov)
- Bernard Garcia, Formula Group Leader  
E-Mail: [bernard.garcia@ed.gov](mailto:bernard.garcia@ed.gov)
- Donna Sabis-Burns, Acting Discretionary  
Group Leader  
E-Mail: [donna.sabis-burns@ed.gov](mailto:donna.sabis-burns@ed.gov)

# OFFICE OF INDIAN EDUCATION

Address: 400 Maryland Avenue, SW  
Room 5C152, LBJ Bldg.  
Washington, DC 20202-6335

Phone: 202-260-3774

Fax: 202-260-7779

E-Mail: [indian.education@ed.gov](mailto:indian.education@ed.gov)

Website: [www.ed.gov/about/offices/list/oese/oie/index.html](http://www.ed.gov/about/offices/list/oese/oie/index.html)

*Title VII Formula Grant  
Program Requirements  
for  
Parent Committees*

# Basic Requirements

*(Section 7114(c)(4))*

- All formula grantees are required to establish a parent committee EXCEPT Bureau-funded schools or tribes applying in lieu of LEA.
- Application must be developed in open consultation with parents of Indian children, teachers, and, when applicable, Indian secondary students.
- Grantee must obtain parent committee's written approval on all applications.

# Basic Requirements

*(Section 7114(b)(6)(B)(i))*

- Grantee must provide assessment results to parent committee and the community for all Indian students tested in district.
  - Should be in easily understandable language.
  - Should include assessment results for all Indian students not just those served in the program.
  - OIE recommends the data be shared during the annual public hearing.

# Basic Requirements

*(Section 7114(c)(3)(C))*

- The formula grant application is developed through a public hearing held by the LEA.
- The public hearing must provide an opportunity for all stake holders to understand the program and offer recommendations.
- The public hearing must be held prior to the grant application deadline for Part II applications.

# Basic Requirements

- Parent committee does not have the authority to review individual student eligibility forms (ED 506) or individual student information.
- Parent committee meetings should be open to the public, announced in advance, and in coordination with the LEA.



# LEA Responsibilities

- Administers the Title VII program and program services.
- Employs and supervises the performance of project staff.
- Fiscal administration and obligation of funds.

# LEA Responsibilities

- Maintains all grant records.
- Ensures that program will be operated and evaluated with input from the Parent Committee.
- Approves Parent Committee By-Laws.
- Ensures By-Laws are consistent with the:
  - Intent of the Title VII, Part A, Formula Grant to LEA's program; or
  - Policies and procedures of the school district.

# Parent Committee Responsibilities

- Advise the school district;
- Conduct regular, open meetings;
- Consult with LEA on development, operation and evaluation of program;
- Approve application and major changes;
- Approve Title VII funds in school wide programs; and
- Abide by reasonable by-laws.

# Establishment of Committee

## Selection and Composition

- Selected by parents of Indian children, teachers, and, if appropriate, Indian students attending secondary schools.
- Composition of committee: Parents of Indian students, teachers, and Indian secondary students if the LEA operates secondary schools.
- More than half of the members must be parents of Indian students.

# Committee By-Laws

By-Laws govern the parent committee's actions and should include, at a minimum:

- Total number of members;
- Duration of term –
  - Staggered terms are recommended;
- Number, types, and duties of committee officers;
- Quorum requirements to conduct business;

# Committee By-Laws

By-Laws, cont.

- Authorized parent committee activities;
- Process for committee member resignation, member replacements, or other changes in membership;
- Election process for replacement of members whose terms are expiring;

# Committee By-Laws

By-Laws, cont.

- Frequency of meetings and how they will be conducted; and
- Requirements for meetings, notice of meeting, and other documentation of official businesses.

# Johnson O'Malley and Title VII Parent Committees

- JOM and Title VII have different requirements for determining student eligibility.
- In most cases an LEA should have two separate committees –
  - Exception – If membership of all Indian students counted under Title VII is through Federally recognized tribes and all of these children qualify for the JOM program.



# **Combined Role of Parents in Indian Education**

# Parental Involvement

- Key to success of Indian Education.
- Read information disseminated to community.
- Ask about scientifically researched programs to focus on areas of greatest need in the community.
- Look for accountability of district for Indian Education programs.
- Ask questions and get involved.

# Contacts

**Address:** Office of Indian Education  
400 Maryland Avenue, SW  
Room 5C152, LBJ Bldg.  
Washington, DC 20202-6335

**Phone:** 202-260-3774

**Fax:** 202-260-7779

**E-Mail:** [indian.education@ed.gov](mailto:indian.education@ed.gov)