THORP SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE TO BOARD POLICY

No. 6100P

6000 MANAGEMENT SUPPORT

6100P Revenues from Local, State and Federal Sources

Internal Controls – Title 1

The following controls are established for the Title 1 program:

A. All Title 1 funded purchases and expenditures shall be directly related to allowable Title 1 activities and services that are necessary to effectively carry out the objectives of the current program, and for the benefit of eligible participants.

B. Title 1 purchases and expenditures shall be restricted to those incurred by persons with direct Title 1 duties and responsibilities and/or which benefit only eligible Title 1 participants.

C. Title 1 funded in-service training shall be directly related to specific Title 1 program activities and provided only to persons with Title 1 program responsibilities and duties.

D. Appropriate documentation of all Title 1 purchases and expenditures incurred shall be maintained for accountability and audit purposes.

Parent Involvement – Title 1

Each school offering Title 1 programs shall comply with federal and state requirements by providing for:

A. Written parent notification of the selection of students for services;

B. Accessibility to parents of specific instructional objectives for their children;

C. Periodic student progress reports to parents;

D. Accessibility of support materials to be utilized in the home when requested by parents;

E. Parent participation in the instructional program on a volunteer basis; and

F. Parent input and recommendations in program planning and modification.

Federal Impact Funds (Indian)

The district shall disseminate material related to the P.L.81-874 application, program evaluations and program plans and/or changes to parents of Indian children and tribal officials no later than eight weeks before the application is submitted. The district will seek input from tribal officials and the parents of Indian children regarding:

A. The participation of Indian children in the district's education program on an equal basis;

B. Their views regarding the P.L. 81-874 application, program evaluation and program plans; and

C. Their recommendations regarding the needs of Indian children, the ways tribal leaders and parents can assist their children to achieve the benefits of P.L. 81-874 programs, and the overall education program and parental participation allowed.

At the board meeting immediately preceding the submission of the P.L. 81-874 application, the board will review the application and input provided by tribal officials and the parents of Indian children. Notice of the meeting location, time and topics related to the district's P.L. 81-874 application shall be printed in the local newspaper.

The district shall form a parent-teacher task force to involve tribal officials and parents of Indian children in the planning and development of education programs assisted with the district's P.L. 81-874 funds. The task force shall also assess the efficacy of the district's efforts to obtain meaningful input from tribal officials and parents of Indian children, and the responsiveness of the district in modifying its policies and procedures following input. The task force shall report its findings and recommendations to the board at a public hearing at least once per year.

Following a conclusion by the board that such an action is necessary, the district shall form an ad hoc task force to recommend to the board a modified educational program to ensure the equal participation of Indian children. The task force shall report its recommendations to the board in a public hearing.

The district shall also conduct planning and information sessions during the year. All parents of Indian students and representatives of the tribal council shall be invited to attend these meetings. At these sessions, the district may:

A. Review the annual descriptive guide of the district;

B. Explain how Indian students gain access to and are served by the district's education programs, and how educational programs are modified to ensure equal opportunity and participation by Indian students;

C. Review the identified needs of the district with particular attention directed towards assessing the needs of Indian students; and

D. Discuss proposed programs and services, as recommended by the task force, which are being considered to satisfy the stated needs and the extent to which Indian students are expected to be served.

Parents of Indian students and members of the tribal council will be advised of the Federal Impact Funds policy and procedure. Expressions of concerns and/or suggestions regarding the policies/procedures of the district are welcome. Any parent of Indian students or a member of the council may file a complaint regarding the application of P.L.81-874 funds with the district. Said complaint should be submitted in writing to the superintendent of schools. Any complaint not satisfactorily resolved may be submitted in writing to the board of directors of the district. The board may elect to respond in writing to the complaint or hold an informal hearing with the complainant(s). A decision will be rendered within twenty (20) working days following submittal of the complaint to the board.

Date: 9-22-09