

WHITE EARTH



**Johnson O'Malley
Program Guide**

Updated February 2023

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INTRODUCTION TO JOHNSON O'MALLEY (JOM)

LEGISLATION

The Johnson-O'Malley Program is authorized by the Johnson-O'Malley Act of 1934 and the implementing regulations are provided in Part 273 of Title 25 of the Code of Federal Regulations. As amended, this Act authorizes contracts for the education of eligible Indian students enrolled in public schools and previously private schools. This local program is operated under an educational plan, approved by the BIE, which contains educational objectives to address the needs of the eligible American Indian and Alaska Native students. The Johnson-O'Malley Supplemental Indian Education Program Modernization Act (JOM Modernization Act) became Public Law 115-404 on December 31, 2018.

The Johnson O'Malley Act was passed in 1934 to ensure Native American children receive the educational opportunities that would not otherwise be provided. The JOM Act recognizes that American Indian and Alaska Native children in public schools have special needs due to their unique social, economic, and cultural environment.

Federal JOM funding is supplemental and is not guaranteed each year.

There are two main requirements under the JOM Act to assure parent participation and control: **(1) the Indian Education Committee (IEC)** and **(2) the Education Plan.**

PROGRAM DESCRIPTION

The federal government, under the authority of the JOM Act, provides financial assistance for supplemental educational programs to meet the unique needs of eligible Indian students in public schools and for educational programs for 3- and 4-year-old children.

Indian students from age 3 years through grade 12, except those who are enrolled in Bureau or sectarian operated schools, shall be eligible if they are enrolled or $\frac{1}{4}$ or more degree Indian blood of a U.S. federally recognized Tribe. Students who are not enrolled must provide documentation of blood quantum, most commonly a birth certificate and parent(s) enrollment information or a certification of descendency with blood quantum listed. See Eligibility on Page 9. *Note: Members of Canadian tribes are not eligible.*

The purpose of JOM is to provide supplementary financial assistance to meet the unique and specialized educational needs of Indian Children. These supplementary funds are not to take the place of federal, state, or local funds.

Supplemental programs and activities may include educational support items. Funds may be used for academic remediation, tutoring, preschool programs, summer school classes, cultural enrichment, field trips, transportation, and school supplies.

JOM funds are contracted to tribes, tribal organizations, public school districts and state departments of education.

JOM AND TRIBAL PRIORITY ALLOCATIONS (TPA)

The JOM Program was transferred to the TPA activity of the Tribal Budget System in FY 1996. The TPA allows tribes to prioritize and determine funding levels for various programs funded under TPA, giving Tribes flexibility in reprogramming to meet their independent funding needs. A methodology was developed to distribute JOM funds to tribal TPA bases using the FY 1995 student count. This base is used in determining per pupil allocations to TPA and non-TPA Public Law 93-638 contracts with tribes and tribal organizations.

INDIAN EDUCATION COMMITTEE ELIGIBILITY & ELECTIONS

WHAT IS THE INDIAN EDUCATION COMMITTEE (IEC)?

The Indian Education Committee (IEC) is a governing body, usually established through an election process, which is comprised of parents of eligible JOM students. Note: The IEC is sometimes referred to as the Local Indian Education Committee (LIEC), Parent Advisory Committee (PAC) or Indian Parent Committee (IPC). This guide will use the term IEC for the JOM parent committee. The JOM parent committee is a governing body, not an advisory body.

White Earth suggests that each IEC be comprised of at least five (5) and no more than eleven (11) committee members.

WHO CAN RUN FOR THE IEC? – 25 CFR 273.115

When a school district to be affected by a contract(s) for the education of Indians has a local school board composed of a majority of Indians, the local school board may act as the Indian Education Committee.

Otherwise, the parents of Indian children may elect an Indian Education Committee from among their number or a Tribal governing body(ies) of the Indian Tribe(s) affected by the contract(s) may specify one of the following entities to serve as the Indian Education Committee:

- (1) A Local Indian Committee or Committees; or
- (2) An Indian Advisory School Board or Boards.

To avoid conflict of interest or giving the appearance of a conflict of interest, school officials or their spouses or persons directly involved in the oversight of the JOM Program should not be eligible to serve on the IEC and this should be reflected in the bylaws.

The term “Parent” includes a legal guardian or other person standing in loco parentis (a Latin phrase defined as “in place of a parent” or “acting as a temporary guardian of a child). The general common law meaning refers to a person who has put him/herself in the situation of a lawful parent by assuming the obligations incident to the parental relation without going through the formalities necessary to legal adoption. It embodies the two ideas of assuming parental status and discharging the parental duties. The key in determining whether the relationship is found is the intention of the person allegedly in loco parentis to assume the status a parent toward the child. The intent to assume such parental status can be inferred from the acts of the parties. Other factors which are considered in determining whether in loco parentis status had been assumed are (1) the age of the child; (2) the degree to which the child is dependant on the person claiming to be standing in loco parentis; (3) the amount of support, if any, provided; and (4) the extent to which duties commonly associated with parenthood are exercised. (The definitions of the term “in loco parentis” are often context specific and no court or regulation has defined the term exhaustively. The presence of a biological parent in the home may foreclose another from holding status of “in loco parentis”.)

WHO IS RESPONSIBLE FOR CONDUCTING AN ELECTION?

The IEC is, in accordance with their bylaws, is responsible for conducting IEC elections. The IEC may have a nonpartisan person act as the election judge and conduct the election. The election procedures should be part of the IEC bylaws.

WHO IS ELIGIBLE TO VOTE?

Any parent or legal guardian of eligible JOM students enrolled within the district is eligible to vote. This means that both parents of a child are eligible to vote. Voting by proxy is not allowed. Students are not allowed by federal regulation to vote or hold a position on the IEC.

ELECTION PROCESS INFORMATION

- * Nominations will be solicited, published and kept on file at the project's office;
- * An election board will be established by the IEC consisting of an election judge and clerks (which will be responsible for counting all ballots determined by voter registration, determining and certifying the election results);
- * Selection of IEC will be determined by majority vote;
- * Election results shall be published within the Indian community;
- * Elections will be conducted according to bylaws (secret ballot – containing alphabetically the names of those nominated and eligible; incumbents should be identified);
- * If a regular member resigns or is removed from the committee membership, the nominee with the next highest number of votes may become a regular member by appointment or as stipulated in the bylaws, and
- * Used ballots should be maintained for 60 days or as stipulated in the bylaws.

IEC RESPONSIBILITIES

WHAT DOES BEING A JOM IEC MEMBER MEAN?

- * To do what is best for the program and not necessarily what you want for your own child;
- * To vote on every issue that is brought before the committee, unless it would be a conflict of interest (Each IEC member shall have one (1) vote. Proxy and absentee voting is not permitted. Members may send alternates to meetings, but the proxy is not permitted to vote.);
- * That you were elected by the JOM parents to represent them and their children;
- * That you support the efforts of the JOM staff and that you will be their advocate within the school district;
- * To listen to the concerns of students, parents and staff and try to help to the best of your ability;
- * That you know the JOM budget and how/where/why expenditures will be made, and
- * That you make every effort to implement a program that will address identified needs (from the results of the needs assessment survey).

WHAT ARE THE POWERS AND DUTIES OF THE IEC? – 25 CFR 273.117, 25 CFR 273.118

- * Attend JOM IEC meetings and trainings
- * Complete required annual documents and JOM reports
- * Conduct parent committee elections
- * Participate fully in the planning, development, implementation, and evaluation of all programs, including both supplemental and operational support, conducted under a contract or contracts pursuant to this part. Such participation includes further authority to:
 - 1) Recommend curricula, including texts, materials, and teaching methods to be used in the contracted program or programs;
 - 2) Approve budget preparation and execution;
 - 3) Recommend criteria for employment in the program;
 - 4) Nominate a reasonable number of qualified prospective educational programmatic staff members from which the contractor would be required to select; and
 - 5) Evaluate staff performance and program results and recommend appropriate action to the contractor. (b) Approve and disapprove all programs to be contracted under this part. All programs contracted require the prior approval of the appropriate Indian Education Committee.
- * Secure a copy of the negotiated contract(s) that includes the program(s) approved by the Indian Education Committee.
- * Recommend cancellation or suspension of a contract(s) under § 273.194.

IEC OFFICERS AND DUTIES

Officers may consist of a chairperson, vice chairperson and secretary. However, there may be other officer positions if determined by the IEC which should be included in the bylaws. Officers are selected by majority vote at the first official IEC meeting upon completion of the election.

CHAIR

Presides at the regular and special meetings, sets the agenda with the assistance of JOM Project Coordinator/Indian Education staff member, signs all official documents (education plan, vouchers, budget, evaluation, revisions, and modifications) and votes only in the event of a tie.

VICE-CHAIR

Assumes the duties of the chair when he/she is absent from a meeting or when the chair resigns from the committee.

SECRETARY

Keeps complete records of all meetings, is custodian of all records, submits copies of all IEC minutes to the White Earth JOM Coordinator and will submit all documents to the Chair or newly elected Secretary within 14 days after expiration of their term.

IEC MEETINGS

- * The IEC shall meet monthly/quarterly at a time and place determined by the IEC. In addition to these meetings, special meetings may be held at the call of the Chair. The call for a special meeting must state time, place, and purpose of the meeting and must be called at the minimum of 48 hours in advance of the meeting date or according to bylaws.
- * The order of business at IEC meetings may include the following: roll call, agenda announcement (including changes, additions, or deletions), approval of minutes, old business, new business, staff reports, activities, and community forum.
- * Notice of meetings will be published or posted within the community for interested parents, grandparents, students, and community members who wish to attend.
- * Notice of all regular meetings shall be sent to each IEC member at least 7 days in advance of the meeting. All meeting notices must include the date, time, and place. All meetings will follow parliamentary procedure. One-half of the members plus one of the IEC members of record shall constitute a quorum to conduct official committee business. With presence of a quorum, the Chair will announce the agenda for the meeting.
- * The Chair will recognize members of the Indian community who wish to address the committee during the time set aside on the agenda for that purpose.
- * The Chair will announce results of each vote and will declare the meeting adjourned when the committee so votes or where applicable at the time prescribed in the event of a sudden emergency affecting the safety of those present.

IEC SUBCOMMITTEES

Subcommittees may be formed as needed. The function of the subcommittees will be to facilitate the operation of the IEC by carrying out business that does not require the input of the full IEC or by doing preliminary work to prepare for some action to be taken by the full IEC at a later time. The Chairperson of each subcommittee shall be appointed by the IEC Chair, who shall also designate the life (timeframe) of each subcommittee upon its creation.

Membership of working subcommittees must be members of the IEC.

IEC REPORTING REQUIREMENTS & DOCUMENTS

There are several reports and other items that all White Earth JOM projects are required to submit throughout the year and must be IEC reviewed/approved:

ANNUAL IEC MEMBERSHIP LIST – Form Sample Page 14

The IEC membership list includes the names of the current IEC members and identifies the chair, vice-chair, secretary, and any other offices. It should state when the most recent election was held and when the next election is scheduled. This listing must be submitted to the White Earth Education/JOM office.

BYLAWS – REVIEWED ANNUALLY

Bylaws establish the governing framework and dictate the rules that IEC must adhere to. Each IEC has the responsibility of drafting, amending, approving, reviewing, and annually ratifying their project bylaws (even if there are no changes.) These actions are to be documented in the IEC Meeting Minutes when completed.

The bylaws should include: The name of the JOM IEC, the purpose of the JOM IEC, membership criteria, election criteria (procedure, election of officers, terms of office and removal procedures), grievance procedures, powers and duties of JOM IEC, officers (chair, vice-chair, secretary and any other officers), meeting information (notices, agenda, quorum and special meetings), parliamentary procedures, amendment procedures, policies and ratification.

IEC MEETING MINUTES

Minutes are official records of IEC meetings. They document decisions made by the JOM IEC pertaining to their respective JOM project. Minutes of all IEC meetings are to be submitted to the White Earth Education/JOM office.

ANNUAL NEEDS ASSESSMENT SURVEY & RESULTS – Form Sample Page 17, 18

A needs assessment survey is a form/questionnaire designed by the IEC to gather information about the specialized and unique educational and culturally related needs of eligible Indian students. It provides a direction for program development, fiscal and program management. **A needs assessment is conducted annually.**

Needs assessment surveys may be conducted by mail, telephone, door-to-door, face-to-face, newspaper questionnaire, delivered electronically or through students or at group meetings.

Needs assessments surveys may be formatted to rank needs from high to low, contain yes or no type questions, and provide space for written comments.

Guidelines for developing a needs assessment:

1. Determine what questions will be asked (Involve parents, students, teachers, and administrators to identify as many student need areas as possible.)
2. Decide how the survey will be designed. Examples: Identified needs will be ranked from high to low, yes or no questions, written comments, etc.
3. Determine how the survey will be distributed (Mail, telephone, door-to-door, newspaper questionnaire, delivered electronically or through students or group meeting.)
4. Collect the surveys and prioritize the results according to what needs are deemed most important to least important.
5. Determine which needs will be covered:

- A. Look at how much it will cost, how much time it will take and how much space is available to meet these needs.
- B. Examine other programs to coordinate services under the JOM program with other local, state, or federal programs. JOM funds should be used to supplement existing programs and to meet the unique educational needs of Indian children. Supplanting is illegal.

ANNUAL PUBLIC HEARING OR NEWSLETTER

A public hearing is a meeting called by the IEC to inform the public about the JOM program. Results of the needs assessment are made available for review and comment. The public hearing is an opportunity for the IEC to get additional parent and community input to consider when developing the education plan.

A copy of the public hearing notice (such as a newspaper clipping) must be submitted to the White Earth Education Division offices. The notice should state the date, time, and meeting location of the public hearing. Minutes taken at the public hearing are also to be submitted to the WE JOM office. The meeting notice should be posted 1-2 weeks prior – or according to bylaws – to give ample preparation time for those who wish to attend.

EDUCATION PLAN –CFR 273.119 – Form Sample Page 19-21

Projects have the option to complete a one-, two- or three-year Education Plan.

Note: A Needs Assessment survey must still be done annually.

The Education Plan is to be developed after the public hearing has been held.

The Education Plan is the written document which outlines the plans for providing programs/services to meet the identified needs of eligible Indian students. It explains what the measurable goals and objectives are and how the project plans to achieve them. Goals and objectives lay the foundation for what activities need to occur in order to meet the identified needs.

GOALS

General statements of end results – they are a necessary first step in the planning cycle. Goals are usually quite general and are subject to a variety of interpretations. At present, most of the ends to be achieved in education are stated as goals. (Example: The goal for the JOM project is to have an increased participation in extracurricular activities.)

OBJECTIVES

Defines specific outcomes in measurable terms. (Example: By the end of the school year, 25 JOM students will have participated in extracurricular activities as documented by Indian Education staff.) NOTE: An objective will answer these questions: Who, does what, when and how will it be measured.

All programs, components and activities must be in the Education Plan.

The Education Plan contains the needs assessment survey results and identifies methods to be used in evaluating the program.

EVALUATION

The major function of an evaluation is to see if the program is carried out according to the education plan. It shows the programs strengths and weaknesses and whether a program accomplished what it said it would. An evaluation should be viewed as a tool for improving or strengthening existing programs.

All Education Plans shall include 4 areas of development:

1. Assessment of educational needs of the Indian students: A needs assessment will identify needs and establish priorities. It provides direction for the development of programs to meet specific needs.
2. Goals and measurable objectives that will address Indian student needs: Goals represent perceived long-range outcomes. Objectives describe what is to be achieved in a specific time frame and how it will be measured.

3. Development of project design to meet objectives: This will include community goals as determined by the needs assessment to provide direction for the program. The program components will define the various service areas.
4. Quantitative evaluation of the program's effectiveness: The evaluation process should be used in program planning for the needs assessment, objectives, and implementation. Evaluation also provides direction in project planning.

ANNUAL BUDGET – Form Sample Page 15

The JOM budget is a form approved by the IEC that shows where JOM expenditures will be made. The IEC Chair signature on the form, which is required, indicates full IEC review and approval. The budget must be developed based upon the needs assessment survey and in-line with the goals and objectives of the Education Plan. The final budget must be submitted to the White Earth Education Division for review to ensure compliance with guidelines.

TRIANNUAL REPORTS – Form Sample Page 22

Three (3) triannual reports (Fall, Winter, Spring) will be sent to all WE JOM IECs requesting information about their project during a specific period. The information requested includes program objectives, activities underway, and evaluation of activities, accomplishments, IEC information, and student information.

STUDENT CERTIFICATION

JOM STUDENT LIST

A JOM student list identifies students attending the district who are JOM eligible. This list is maintained by the White Earth Education/JOM Office and each IEC. Student certification forms must be submitted to the WE Education/JOM office so student JOM eligibility can be determined. This determination is made by the WE JOM office after review of JOM Certification Forms and any supporting documents on file. School districts do not verify JOM eligibility.

JOM STUDENT CERTIFICATION FORMS – Form Sample Page 13

A JOM Student Certification form is a one-page form which is to be completed by the parent/guardian for each student wishing to receive JOM services. The form has several sections including student information, parent information, and tribal affiliation information, followed by a request for release of information that includes a signature and date. The final section is verification of information (as to whether a student meets JOM eligibility criteria) and must be completed and signed by a tribal official.

All Indian students who wish to utilize JOM services must have a completed/verified JOM Student Certification form on file at the White Earth Education/JOM office.

ELIGIBILITY – 25 CFR 273.112

An Indian student is eligible for benefits provided by a JOM contract if the student is:

- (a) From age three (3) years through grade(s) twelve (12);
- (b) Not enrolled in a Bureau-funded school or sectarian school (except the student is eligible if enrolled in a previously private school controlled by an Indian Tribe or Tribal organization); and
- (c) Is either:
 - (1) At least one-fourth (1/4) degree Indian blood descendant of a member of an Indian Tribe as defined in § 273.106 (Key terms); or
 - (2) A member of an Indian Tribe as defined in 273.106.

Note: Students who are not enrolled must provide documentation of blood quantum, most commonly a birth certificate and parent(s) enrollment information or a certification of descendency with blood quantum listed. Members of Canadian tribes are not eligible.

REQUESTS FOR PAYMENT OR REIMBURSEMENT

REQUIREMENTS FOR REQUESTS FOR PAYMENT OR REIMBURSEMENT – Sample Page 16

White Earth JOM Request for Payment forms are used to request payment for JOM expenditures. The process for payment of JOM expenditures will be as follows:

1. Complete a White Earth JOM Request for Payment form
 - a. Must include
 - * who is to be paid,
 - * current address of who is to be paid,
 - * explanation/justification of expenditure,
 - * amount to be paid, and
 - * LIEC approval signature.
2. One of the three following items **must** accompany the complete voucher
 - * an invoice
 - * receipt
 - * district printout from the business office identifying the expenditures to be reimbursed

NOTE: Expenses must correlate directly to the approved IEC JOM budget.
3. Include a copy of the meeting minutes that show the specific approved expenses
4. Submit request to the White Earth Education Division for review, approval, and processing.

EXPENSES

EDUCATIONAL SUPPORT ITEMS (formerly Parental Cost Assistance)

Under federal regulatory authority, educational support items are allowed “at the option of the committee and approved in the JOM contract.”

Educational support items are necessary items for a student involved in an academic or school related extracurricular activity. These funds cannot be used to supplant other services available through the BIA or other federal & state monies.

EDUCATIONAL SUPPORT GUIDELINES

- Only items approved by the IEC and the White Earth Education Division office may be purchased
- Eligible items are those required for class participation.
- No cash payments to students or parents
- Any item the school is required to purchase will not be an eligible item
- All items purchased become the property of the student for whom it was purchased, except for lease-purchase items, such as band instruments
- When educational support items are purchased in quantity (such as school supplies) to be distributed to eligible JOM students, a signature sheet will be required (date, item received and signature of student or parent)
- IEC expenses are included in educational support items: the IEC can provide for reasonable cost of meetings, trainings, or workshops
- Some JOM projects provide educational support item funds for unique student expenses

A “rule of thumb” guideline: If a school requires an educational support item but parents are expected to pay for it, then it could be deemed an allowable educational support item expense.

White Earth will not allow educational support items if they are not included in the education plan. If they are included, the IEC must adopt guidelines stating expenditure limits. The guidelines may be based on financial need (such as the National Free or Reduced Student Lunch Guidelines) or be inclusive of any eligible JOM student. Any cost that is normally provided by the school will not be an allowable educational support item.

DE MINIMUS PARTICIPATION (Must be IEC Approved)

De Minimus Participation shall be interpreted as non-eligible participation that is insignificant in terms of affecting the cost of the program or activity and is not denying the participation of any eligible students.

Example: If a project is planning an activity such as a fieldtrip, guest speaker, or cultural activity, and there will be no additional cost to the program, the non-eligible student(s) may participate.

HOW CAN THE FUNDS BE USED UNDER THE JOHNSON O’MALLEY ACT? - 25 CFR 273.113

An entity may use the funds available to provide educational benefits to eligible Indian students to:

- A. Establish, carry out programs, or expand programs in existence before the contract period that provide:
 - a. Remedial instruction, career, academic, and college-readiness counseling, and cultural programs;
 - b. Selected courses related to the academic and professional disciplines; or
 - c. Important needs, such as school supplies and items that enable recipients to participate in curricular and extra-curricular programs; and
- B. Purchase equipment to facilitate training for professional trade skills and intensified college preparation programs.

ALLOWABLE EDUCATIONAL SUPPORT ITEMS (See Allowable Cost Guidance from BIE July 2022)

BASIC SCHOOL SUPPLIES

Backpack	Paper	Pens/Pencils	Pencil Bag/Pouches
Crayons	Colored Pencils	Markers	Highlighters
Paints	Chalk	Art Paper	Ruler
Pencil Sharpener	Calculator	3-Ring Binders	Assignment Book
Pocket Folders	Tab Dividers	Index Cards	Loose Leaf Paper
Spiral Notebooks	Composition Book	Primary Journal	Graph Paper
Construction Paper	Scissors	Supply Box	Tape Dispenser & Tape
Paper Clips	USB Flash Drive	Stapler & Staples	Staple Remover
Disinfecting Wipes	Kleenex Tissues	Rest Mat	Padlock for Locker
Face Masks	Gloves	Hand Sanitizer	Hand Wipes
Phy Ed/Gym Shoes	Post-it Dispenser & Post-it Note Pads		Expo Erasers & Board
White-out Tape or Correction Fluid		Glue (Liquid or Stick)	

ACADEMIC EXPENSES

Eyeglasses or Contacts	Eye Exam (if possible recommend IHS for exam)
iPad/Chromebook/Laptop Fees	Jetpacks (Wi-Fi)
Headphones	Student Technology Fees
Lab Fees	Tutors
Student Tutors	Therapeutic Items (weighted blanket, etc)
Book Fairs	
ACT Test Fee and/or ACT Test Preparation (one per academic year)	

CURRICULAR EXPENSES

Band Instrument Rental & Supplies	School Field Trips
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EXTRA-CURRICULAR PROGRAM EXPENSES

Sports/Team Shoes (cap amount)	Sports/Team Jackets (cap amount)
School Uniform Assistance	Graduation Caps/Gown/Sashes
Lunch Fees	Drug/Alcohol Education Prevention
Educational Conferences	Summer Youth Education Camps
Drivers Education Fees	Sports Physical (cap amount/one per academic year)
After School Program (Lite Refreshments/Snacks – sandwiches, cookies punch)	
JOM Senior Banquet (Lite Refreshments – sandwiches, cookies, cake, punch)	
Awards Program (Lite Refreshments – sandwiches, cookies, cake, punch)	

REMEDIAL INSTRUCTION EXPENSES

Instruction/Educational Aides – Aids in Basic Skills Development in Math, English, Reading, or Technology/Computer

COLLEGE & CAREER READINESS EXPENSES

College and Career Day Workshops	College and Career Day Visits
Career Opportunities	Job Skills Training
Higher Education Outreach	Career Prep Classes and Skills Application Fee
Cost Per Credit Hour and Supplies	Certification Test Fee
Tools	Equipment
Safety Gear	College Courses (dual enrollment)

CULTURAL PROGRAM EXPENSES

Beading Activity	Belt Weaving Activity
Sewing Material	Native Language/Literature/History Activity
Native Cultural Art/Music Activity	Native Cultural Enrichment Activity (local needs)
Native American/Alaska Native Heritage Speakers Activity	
Native Cultural Food Classes	Native American Student Dance Troupe
Native American Student Color Guard	Native American Student Drum Group
Pow-wow (JOM Sponsored Pow-wow)	Native Cultural/History Field Trips

STUDENT INCENTIVES (*Academic Incentives related to Academic Achievement*)

Sashes (Graduating Seniors)	Gift Cards & Gift Certificates
Sports Bags/Backpacks	Picnics
Activity/Fun Days	Plaques/Trophies/Certificates
T-Shirts, Jackets, Hooded Sweatshirts (School Logos and/or Imaging)	
Local Field Trips (Zoo, Theatres, Theme Park)	

INDIAN EDUCATION COMMITTEE (a.k.a. JOM Parent Committee)

Professional Development/In-Service Training/Workshops/Conferences
IEC Per Diem and Mileage for Approved Travel
Stipends for Attendance (meetings)
Lite Refreshments at IEC Meetings

Unallowable examples (but not limited to):

Class Rings	Personal Clothing	Class or Senior Photos
Yearbooks	Letter Jackets	Livestock
Graduation Announcements	Social Dances	Full Meals
Awards & Award Banquets	Cash Prizes	Door Prizes
Personal Transportation Costs (transporting to/from school, sports events, etc)		



STUDENT CERTIFICATION FORM WHITE EARTH JOHNSON O'MALLEY PROGRAMS

PO Box 418, White Earth, MN 56591
Phone: 218-983-3285 Fax: 218-983-3705

STUDENT INFORMATION

SCHOOL NAME:		GRADE:
Last Name:	First Name:	M.I.:
Date of Birth:	SSN (optional):	Home Phone: ()
Student Mailing Address:	Student Physical Address:	Student Tribal Affiliation/Reservation:
_____	_____	Tribe: _____
City: _____	City: _____	Reservation: _____
State: _____ Zip: _____	State: _____ Zip: _____	Enrollment Number: _____

BIOLOGICAL MOTHER'S INFORMATION

Last Name:	First:	M.I.:	Maiden:
<input type="checkbox"/> Enrolled Member <input type="checkbox"/> Descendant <input type="checkbox"/> Not Applicable	Tribe/Agency:	Date of Birth:	
	Enrollment Number:	Place of Birth:	

BIOLOGICAL FATHER'S INFORMATION

Last Name:	First:	M.I.:
<input type="checkbox"/> Enrolled Member <input type="checkbox"/> Descendant <input type="checkbox"/> Not Applicable	Tribe/Agency:	Date of Birth:
	Enrollment Number:	Place of Birth:

PLEASE CHECK ALL BOXES THAT APPLY TO THE CUSTODY/RESIDENCE OF CHILD:

<input type="checkbox"/> Natural Parent <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Foster	<input type="checkbox"/> Other Family Member <input type="checkbox"/> Adoptive <input type="checkbox"/> Other (Explain) _____
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Release of Information: I hereby grant permission to verify tribal membership and blood quantum for the above-named student and to release necessary information to White Earth JOM Programs. I understand the information will be used only for White Earth JOM Programs and it will be kept confidential in accordance with the Privacy Act of 1974 (P.L. 93-579, 5 U.S.C.552a). In the event my child should transfer schools, I further authorize the White Earth JOM Program to share this certification with the new school.

Parent Signature:	Date:
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TRIBAL ENROLLMENT OFFICIAL USE ONLY

TRIBAL ENROLLMENT OFFICE/VERIFICATION OF INFORMATION (Please check appropriate box):

- The above named student meets the eligibility criteria as determined by the BIA and I hereby certify that this student is a member of or is at least one-fourth (1/4) degree of Indian blood of the tribe according to parental lineage and available records. (Please attach CIB, if applicable)
- The above named student is not an enrolled member but is a descendent of the _____ tribe and does possess a blood degree/blood quantum of _____.
- The above named student does not meet the eligibility criteria for the following reason (s):
 - Birth Record/Birth Certificate is needed to verify enrollment/blood quantum.
 - No information was found regarding enrollment/blood quantum for student/family.

Signature of Tribal Official:	Date:
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School Year _____

Date Completed _____

**JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
IEC MEMBERSHIP LIST**

IEC School / Name: _____

TITLE	NAME
Chair	
Vice-Chair	
Secretary	

Most Recent Election Date	
Next Election Date	

JOHNSON O'MALLEY
 LOCAL INDIAN EDUCATION COMMITTEE (IEC)
IEC FINAL ANNUAL BUDGET

School Year _____

Date Completed _____

IEC School / Name: _____

Basic School Supplies	\$ _____
Academic Expenses	\$ _____
Curricular Expenses	\$ _____
Extra-Curricular Program Expenses	\$ _____
Remedial Instruction Expenses	\$ _____
College & Career Readiness Expenses	\$ _____
Cultural Program Expenses	\$ _____
Student Incentives	\$ _____
IEC Training & Travel Expenses	\$ _____
IEC Meeting Stipends	\$ _____
IEC Meeting Lite Refreshment Expenses	\$ _____
IEC Publication Costs (flyers, printing, postage, etc)	\$ _____
IEC Supplies (office supplies, technology, etc)	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____
TOTAL BUDGET	\$ _____

The IEC has met and approved this budget. All expenditures are supplemental to the existing school program(s) and will have direct student educational/cultural benefits.

IEC Chair Signature:	Date:
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**JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
REQUEST FOR PAYMENT / REIMBURSEMENT**

IEC SCHOOL / NAME: _____

REMIT TO:

Name _____

Address _____

Meeting Date: _____

Student Name(s) <small>*can attach printout if multiple</small>	Description of Expenses	Amount

IEC Chair Signature	Date
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Please complete the following for faster processing:

- Please attach one of the three following items:
 1. Invoice
 2. Receipt
 3. District printout from the business office identifying the expenditures to be reimbursed
***Please include a list of students that will receive item(s), if applicable*

- Include a copy of the meeting minutes that show the specific approved expense(s).

- Submit all documents to the White Earth Education Division for review, approval, and processing.

**JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
NEEDS ASSESSMENT SAMPLE**

School Name	
Grade	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other

From the list, or other issues you write in, please rate these issues as they relate to the well being of your student.
1 being least important, 5 being most important

**These examples can be modified	1	2	3	4	5
Access to Technology	○	○	○	○	○
Summer Instruction	○	○	○	○	○
In-School Tutoring	○	○	○	○	○
Drop-out Prevention	○	○	○	○	○
Credit Accrual/Recovery (for HS students)	○	○	○	○	○
Meals/Snacks at School	○	○	○	○	○
Books	○	○	○	○	○
Materials	○	○	○	○	○
Supplies	○	○	○	○	○
Postsecondary/Career Counseling	○	○	○	○	○
Transportation	○	○	○	○	○
Cultural Instruction	○	○	○	○	○
Language Instruction Specify: _____	○	○	○	○	○
Mentoring/Coaching	○	○	○	○	○
Access to Extra-Curricular Activities	○	○	○	○	○
Student Assessment/Prep (SAT, ACT, other)	○	○	○	○	○
Teacher Professional Development	○	○	○	○	○
	○	○	○	○	○
	○	○	○	○	○
	○	○	○	○	○
	○	○	○	○	○
Other:	○	○	○	○	○
Other:	○	○	○	○	○
Other:	○	○	○	○	○
Other:	○	○	○	○	○

Any Additional Comments or Suggestions:

Please Return Survey by _____(date)

JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
NEEDS ASSESSMENT RESULTS

School Year _____

Date Completed _____

IEC SCHOOL / NAME: _____

**Please attach a copy of your survey information*

	Assigned Priority Rank	Grade Level(s)	Number of Students with Need
<i>Item 1</i>			
<i>Item 2</i>			
<i>Item 3</i>			
<i>Item 4</i>			
<i>Item 5</i>			
<i>Item 6</i>			
<i>Item 7</i>			
<i>Item 8</i>			
<i>Item 9</i>			
<i>Item 10 Note: Please add more as needed.</i>			

THIS WILL BE A DUPLICATE TOTAL
(SOME STUDENTS COUNTED MORE THAN ONCE)

**JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
EDUCATION PLAN**

Please list effective years:
 1 Year Plan _____ - _____
 2 Year Plan _____ - _____
 3 Year Plan _____ - _____
 Approved Date: _____

IEC SCHOOL / NAME: _____

The following supplemental programs and education objectives were planned, developed, and approved by the Indian Education Committee (IEC). The IEC oversees the implantation and evaluation of the supplemental programs. This plan adequately addresses the unique and specialized educational needs of the Indian students who are to be the beneficiaries of the program. This plan is capable of meeting the objectives outlined.

Please add additional information as needed.

Give a brief description of the communities, school(s), and students to be served.

Total Eligible Indian Enrollment:	Total Enrollment of School or District:
Pre-K ____ Grades K-4 ____ Grades 5-8 ____ Grades 9-12 ____	Pre-K ____ Grades K-4 ____ Grades 5-8 ____ Grades 9-12 ____

Eligible Enrollment – Tribal Classification		
Student Tribal Affiliation	Age(s)	Grade Level(s)

Total Number of School Board Members:	Total Number of Indian School Board Members:

Procedure for addressing grievances from Indian students, parents, guardians, community members, and Tribal Representatives relating to the JOM Program:

Please list educational goals and objectives that adequately address the educational needs of the Indian students to be served.

Item #1	<i>Enter Needs Assessment Item / Question #1</i>
Results	<i>Enter Results of Item/Question here</i>
Goal	<i>General Statement of End Results</i>
Objective	<i>Defines specific outcomes in measurable terms.</i>
Evaluation	<i>How will you evaluate if you have been successful? Please list tools, data, or other sources that you will use to determine this.</i>

Item #2	<i>Enter Needs Assessment Item / Question #2</i>
Results	
Goal	
Objective	
Evaluation	

Item #3	<i>Enter Needs Assessment Item / Question #3</i>
Results	
Goal	
Objective	
Evaluation	

Item #4	<i>Enter Needs Assessment Item / Question #4</i>
Results	
Goal	
Objective	
Evaluation	

Item #5	<i>Enter Needs Assessment Item / Question #5</i>
Results	
Goal	
Objective	
Evaluation	

Please list any special equipment needed to carry out the goals/objectives:

Please list any state standards and/or requirements that must be maintained in operating the programs and services:

Description of how the state standards and requirements will be maintained:

- The school/district will comply in full with the requirements concerning meaningful participation by the IEC
- The school/district will be open to visits and consultations by the IEC, Tribal Representatives, Indian parents and guardians in the community, and by duly authorized representatives of the Federal and State Governments

IEC Chair Signature:	Date:	School/District Representative Signature:	Date:
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**JOHNSON O'MALLEY
LOCAL INDIAN EDUCATION COMMITTEE (IEC)
IEC TRIANNUAL REPORT**

Please Check

- Fall (Sept-Nov)
- Winter (Dec-Feb)
- Spring (Mar-May)

IEC SCHOOL / NAME: _____

NOTE: The information on this report should cover the Johnson O'Malley Program and eligible Johnson O'Malley students only.

School JOM Contact Name:	Phone/Email:
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REQUIRED ANNUAL JOM DOCUMENTATION:

- | | |
|--|-----------------------|
| <input type="checkbox"/> IEC Membership List | Date Completed: _____ |
| <input type="checkbox"/> IEC Bylaw Review | Date Completed: _____ |
| <input type="checkbox"/> Needs Assessment Survey and Results | Date Completed: _____ |
| <input type="checkbox"/> Notice of Public Hearing or Newsletter | Date Completed: _____ |
| <input type="checkbox"/> Education Plan (1-, 2-, or 3-Year Plan) | Date Completed: _____ |
| <input type="checkbox"/> Annual Budget | Date Completed: _____ |

STUDENT SUMMARY

Number of JOM Eligible Students Counted		Number of JOM Students Actually Served (to date)	
Grade Levels Counted		Grade Levels Served (to date)	

BUDGET SUMMARY

FY Allocation Amount	Notes:
Spend-Down Funds, if any	
Funds Utilized To Date	
Remaining Funds	

IEC MEETING DATES:

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ACCOMPLISHMENTS AND/OR ACTIVITES UNDERWAY:

--

UNIQUE PROBLEMS ENCOUNTERED:

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IEC Chair Signature:	Date:
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This White Earth Nation Johnson O’Malley (JOM) Program Guide has been revised and updated to reflect the most current guidance received from the Bureau of Indian Education (BIE), 25 CFR Part 273 – Education Contracts Under Johnson O’Malley Act, and 25 CFR Part 273 Final Rule dated 2/25/2020 and the Allowable Cost Guidance received in July 2022.

	Signature	Date
Bureau of Indian Education	Carmen Vanderverter (reviewed via email) JOM Program Specialist, Office of Sovereignty in Indian Education (SIE)	3/10/2022
White Earth Education Director	Dana Goodwin Director of Education	3/14/2022
White Earth Legal Department	Submitted to Legal for Review	3/14/2022
White Earth RBC	Michael Fairbanks White Earth Chairman	3/18/2022