Native American Education
Parent Committee Roles and Responsibilities

Developed from U.S. Department of Education
Indian Parent Committee (IPC) 
Roles and Responsibilities

✓ IPC meetings should be open to the public, announced in advance, and in coordination with the District.
  ✓ There may be times to hold closed sessions, but this should be explained in your bylaws.

✓ The IPC approves the Title VI application.
  ✓ The IPC approves the use(s) of Title VI funds in schoolwide programs and amendments to the programming or budget.

✓ The IPC establishes and abides by reasonable by-laws.

✓ The IPC consults with the District on the development, implementation and evaluation of the program.
IPC May Not Do the Following

- Set policies for the District
- Hire, fire or supervise District or project staff
- Directly administer the project
- Review personnel records or student ED 506 Forms without parental consent
- Commit or obligate funds for the District
District Roles and Responsibilities

- Ensures the program will be operated and evaluated with input from the IPC.
- Administers the Title VI program and program services.
- Employs and supervises the performance of project staff.
- Fiscally administers and obligates funds.
- Maintains all grant records.
# Relationships of the Indian Education Formula Grant

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<th>Entity</th>
<th>Pre Award</th>
<th>Post Award</th>
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| IPC                   | • Approves the Title VI application  
• Approves the use(s) of Title VI funds in schoolwide programs  
• Establishes and abides by reasonable bylaws  
• Consults with the LEA on the development, operation and evaluation of the program through the application process | • Establishes and abides by bylaws  
• Conducts IPC Meetings                                                                                                      |
| Applicant/Grantee     | • *Must develop its Title VI project and EASIE application with the participation of the IPC, if required  
• Shares AI/AN State assessment data  
• Conducts local needs assessment  
• Develops the application  
• Conducts public hearing | • Administers the Title VI program and program services  
• Employs and supervises the performance of project staff  
• Fiscal administration and obligation of funds  
• Maintains all grant records                                                           |
Roles and Responsibilities

Things to Consider...

- What is the advisory role of the PC?
- What activities constitute program services and events?
- How may the District and PC conduct outreach to parents and family members?
The Indian Parent Committee establishes bylaws that define operations of the IPC.

- Bylaws should be updated regularly.
- They should address all the technical details of a governing body.
- Bylaws should address which members can sign and approve the parent committee approval form.