

IPP Annual Screening Checklist (FY 2025)

Use this checklist to verify that your LEA has met all regulatory requirements for IPPs or Waivers.

LEA NAME: _____

Application Number: _____

INDIAN POLICIES & PROCEDURES

<i>What</i> is the tribe’s and parents of Indian children’s preferred method of communication? Or is there a plan to obtain the preferred method? (Yes/No)	Note:
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Policy 1 - An LEA must disseminate relevant applications, evaluations, program plans and information related to the LEA’s educational program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations

Y/N	Requirement	Notes/Page No.
	Does the LEA specifically describe <i>how</i> the application, evaluations, program plans and other information will be distributed to the parents of Indian children and the tribes?	
	Does the LEA specifically state <i>how far in advance</i> of any meeting(s) on these topics that the types of materials will be provided?	

Policy 2 - Provide an opportunity for tribes and parents of Indian children to provide their views on the LEA’s educational program and activities, including recommendations on the needs of their children and on how the LEA may help those children realize the benefits of the LEA’s educational programs and activities. As part of this requirement, the LEA will –

- (i) Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe’s preference for method of communication, and**
- (ii) Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.**

Y/N	Requirement	Notes/Page No.
	Does the LEA describe <i>how</i> the parents of Indian children and members of the tribe can provide input on the educational program and activities?	
	Does the LEA state <i>how and when</i> the LEA will notify tribe and parents of Indian children of the opportunities to submit recommendations and comments?	
	Does the LEA state it will consider the tribe’s preferred method of communication to provide input?	
	Does the LEA state it will modify the method of communication and time of meetings to ensure maximum participation?	

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Policy 3 - The LEA will, at least annually, assess the extent to which Indian children participate on an equal basis with non-Indian children in the LEA's educational program and activities. As part of this requirement, the LEA will:

- (i) Share relevant information related to Indian children's participation in the LEA's educational program and activities with tribes and parents of Indian children; and**
- (ii) Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.**

Y/N	Requirement	Notes/Page No.
	Does the LEA explain <i>how</i> they will evaluate the Indian children's equal participation in educational programs and activities?	
	Does the LEA describe <i>which</i> programs will be evaluated?	
	Does the LEA describe <i>how and when</i> it will communicate the results of the evaluation with the tribes and parents of Indian children?	
	Does the LEA describe <i>how</i> and <i>when</i> the LEA will accept comments, recommendations or feedback on equal participation from the tribes and parents of Indian children?	
	Does the LEA <i>state how far in advance</i> of the meeting or feedback timeframe will the evaluation be shared?	
	Is there enough time for tribes and parents of Indian children to review the information and provide meaningful comments?	

Policy 4 - Modify the IPPs if necessary, based upon the results of any assessment or input described in §222.94(b)

Y/N	Requirement	Notes/Page No.
	Does the LEA describe <i>how and when</i> the tribes or parents of Indian children can make recommendations for changes to the IPPs?	
	Does the LEA describe <i>who</i> evaluates the recommendations?	
	Does the LEA describe <i>who</i> decides if the IPPs will be revised to accommodate these recommendations?	
	Does the LEA describe <i>when</i> will the changes be implemented?	
	Does the LEA describe <i>how</i> the tribes and parents of Indian children will be made aware of the changes?	

Policy 5 - Respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the LEA.

Y/N	Requirement	Notes/Page No.
	Does the LEA describe <i>how and when</i> it will respond to the comments received through the IPP consultation?	
	Does the LEA describe <i>how and when</i> it will disseminate responses to comments and recommendations?	

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Policy 6 - Provide a copy of the IPPs annually to the affected tribe or tribes.

Y/N	Requirement	Notes/Page No.
	Does the LEA describe <i>how and when</i> the IPPs will be distributed to the tribe?	
	School Board Approval Date (Month/Day/Year)	
	LEA IPP Approval Date (Month/Day/Year)	