

MEMORANDUM

TO: Independent School District Superintendents
Charter School Directors

FROM: Dennis W. Olson, Director of American Indian Education

DATE: October 24, 2014

RE: American Indian Education Resolution and Parent Committee Forms

School districts that enroll ten or more American Indian students are required by Minnesota law to establish an American Indian Parent Advisory Committee and complete the Resolution of concurrence/non-concurrence documents *each* school year. Please note that the school district must convene an American Indian Parent Advisory Committee meeting in order to complete the necessary forms.

The following forms are needed:

- Transmittal of Resolution Form
- American Indian Parent Advisory Committee Roster
- American Indian Parent Advisory Committee Resolution
- Any supporting documents if necessary (school board minutes, recommendations)

The completed forms should be mailed via U.S. Postal service to the address below by **December 15, 2014**. Please remember to keep a copy for your records.

Minnesota Department of Education
Office of Indian Education
1500 Highway 36 West
Roseville, MN 55113

If you have any questions or need assistance completing these documents, please contact Shirley Kampa at 651-582-8372 or by email at shirley.kampa@state.mn.us. You may also contact Dennis Olson at 651-582-8300 or by email at dennis.w.olson@state.mn.us

We appreciate your support in ensuring that American Indian parents and community members have a voice in the education of their children.