2025-2026

Native American Education Programs & Procedures

Johnson-O'Malley Indian Education Parent Committee
and
Title VI Indian Education Parent Committee

Jenks Public Schools
www.jenksps.org

General Information

Parent Committee Meeting Dates *3*
Table of Contents *4*
Introduction *5*
Notice to Parents *6*

Programs and Services

Advanced Placement *7*
Required Classroom Workbooks, Textbooks and Supplies……..... ..... *7*

Summer School (First-Time Credit) *7*
Summer School (Remediation) *8*

ACT Test Dates and NAE DEADLINE Dates 9
SAT Test Dates and NAE DEADLINE Dates 9
Academic Mentoring (tutoring services) 10
Class Fees 10
Jenks Wild 10
Cultural-Academic Parallel Curriculum 11
Oklahoma Indian Honor Society 11
Parent Committee Member Roles and Responsibilities 11

PARENT COMMITTEE MEETING DATES FOR 2025-2026

The Johnson-O'Malley Grant is a contractual allocation from the Muscogee (Creek) Nation. The Title VI Grant is a contractual grant funded through the Department of Education's Office of Indian Education located in Washington D.C. Each grant requires a Parent Committee to govern the grant allocations, programs, services and projects.

Johnson-O'Malley Indian Education Committee

	Time	Building	Room
September 15, 2025	*6:00 pm*	*ESC*	*Board Rm.*
October 20, 2025	*6:00 pm*	*ESC*	*Board Rm.*
November 17, 2025	*6:00 pm*	*ESC*	*Board Rm.*
February 23, 2026	*6:00 pm*	*ESC*	*Board Rm.*
April 20, 2026	*6:00 pm*	*ESC*	*Board Rm.*
May 11, 2026	*6:00 pm*	*ESC*	*Board Rm.*

Title VI Indian Education Committee

	Time	Building	Room
September 15, 2025	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*
October 20, 2025	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*
November 17, 2025	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*
February 23, 2026	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*
April 20, 2026	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*
May 11, 2026	*Immediately Following JOM Mtg*	*ESC*	*Board Rm.*

**Location of meetings subject to change.*

Annual Parent Committee Election
Monday April 20, 2026
Education Service Center
Room 204
JOM Meeting 6:00 p.m.
Title VI Meeting – Immediately following

TABLE OF CONTENTS

General Information

Parent Committee Meeting Dates.....3
Table of Contents.....4
Introduction.....5
Notice to Parents.....6

Programs and Services

Advanced Placement.....7
Required Classroom Workbooks, Textbooks and Supplies…….....7
Summer School (First-Time Credit).....7
Summer School (Remediation).....8
ACT Test Dates and NAE DEADLINE Dates.....9
SAT Test Dates and NAE DEADLINE Dates.....9
Academic Mentoring (tutoring services).....10
Class Fees.....10
Jenks Wild.....10
Cultural-Academic Parallel Curriculum.....11
Oklahoma Indian Honor Society.....11
Parent Committee Member Roles and Responsibilities.....11

JENKS

Native American Education

INTRODUCTION

Dear Parents and Students,

Welcome to Jenks Public Schools Native American Education Program. The policies and procedures in this handbook govern the Jenks Public Schools Native American Education grant programs and have been approved by the Title VI and Johnson O'Malley Indian Education Parent Committee and Jenks Public Schools.

Changes to this handbook are implemented as needed to ensure programs and procedures remain in compliance with tribal, federal, state and district requirements. The Indian Parent Committee and Jenks Public Schools must approve new policies, procedures, and programs.

The Indian Parent Committee, with the District, has developed this handbook. The handbook describes programs, policies and procedures for students, parents, and staff. The handbook may be accessed at www.jenksps.org or a copy may be obtained in the NAE office. Parents should become familiar with those sections that concern programs or policies benefiting their child.

Changes to this handbook become effective at the beginning of the current school year and remain in effect until such time that changes or are made by the Title VI and/or Johnson O'Malley Indian Parent Committee.

Native American Education Staff

NAE District Coordinator:
Linda Bolin
918-299-4415 Ext. 2769
linda.bolin@jenksps.org

NAE Administrative Assistant:
Heather Nichols
918-299-4415 Ext. 2213
heather.nichols@jenksps.org

NAE College/Career Mentor
Autumn Deeringwater

Instructional Assistants:
Jenks Middle School – TBA
Jenks West Intermediate – Tawnya Hinds
Jenks Northwest and East Elementary – Leslie Bigaouette-Serrano
Jenks West Elementary – Jeri Breedlove

Office Location:
Education Service Center
205 East B Street
Jenks, OK 74037-2900
918-299-4415, Extension 2213
jpsnae@jenksps.org

NOTICE TO PARENTS

Enrollment in Native American Education (NAE) is not automatic at the time of school enrollment. A 506 Form and Certificate of Degree of Indian Blood (CDIB) card and/or a tribal membership card must be on file in the NAE office in order for a student to be enrolled in NAE programs.

Through funding provided by Johnson O'Malley and Title VI grants, the Indian Education program provides financial support and supplemental programs for all Native American and Alaska Native students enrolled in NAE.

All expenses incurred by Indian Education programs are funded through the Johnson O'Malley (JOM) and/or Title VI grant funds.

JOM Grant funding information: *In 1994, the legislature froze the Jenks JOM student count at 286 students. Each year the District's Native American student count has increased; however, funding has remained at the 1994 allocation. In 2001, Johnson O'Malley (as administered by the Muscogee Creek Nation) began funding this grant at a per pupil rate.*

To be eligible for services under JOM, complete a 506 Form. Submit a copy of your child's issued tribal membership card. Or you may submit your child's Certified Degree of Indian Blood (CDIB) Card (only if it shows that the student has ¼ degree blood quantum from a federally recognized tribe), student may have blood quantum from more than one federally tribe as long as the total adds up to ¼ degree or more.

If a child does not have their own Tribal card or CDIB; a parent's card may be used as long as the parent is ½ degree, making the child ¼ degree. A copy of the child's State certified birth certificate must be submitted.

Title VI Grant funding information: While the actual student count continues to increase, the legislative funding for this grant has decreased each year since 1994. The allocation to the District, from this grant, varies.

To be eligible for services under Title VI, complete a 506 form and provide a copy of the student's Certificate Degree of Indian Blood (CDIB) or Tribal membership or Parent's CDIB/tribal membership and student birth certificate. Please contact the NAE Office if you have any questions.

NOTICE: *If a student is enrolled after the annual student count has been completed, Native American Education will not receive funding for that student for the current school year.*

The Parent Council continues to implement the policies and procedures as follows:

- *All students will be served based on enrollment regardless of funding.*
- *Enrollment is open throughout the school year.*
- *Requests for services follow guidelines in this handbook.*

Your involvement in the American Indian Education Parent Council is to the success of this program. You are invited to attend all Committee meetings.

The Parent Committee Meets the 3rd Monday of Sep*t,* **Oct, Nov, Feb, Apr and May**

This handbook is the result of collaboration by the District and the Parent Committee Members.

All Committee Meetings are held at Jenks Public Schools, Education Service Center, Room 204

JOM meeting - 6:00 pm and Title VI Meeting – Immediately following the JOM Meeting
Location of meetings are subject to change

ADVANCED PLACEMENT

Requisite classes and grade level requirements must be met to enroll in an Advanced Placement (AP) class.

To meet the needs of students with exceptional abilities and interests in rigorous education studies, Advanced Placement classes are offered for students in grades 9-12.

Advanced Placement courses are taught at Jenks High School. The depth of study and the approach used by the teacher is suited for the self-directed, independent learner. Enrollment in AP classes is voluntary. A student may receive college credit if they receive a score of 3 or better on the National AP test.

The National AP test dates are usually in May of each year. There is no limit to the number of tests a student may take.

The cost of each test varies and is dependent upon the test subject and the number of tests taken. The classroom teacher(s) must approve the student's eligibility to take the test(s). With a teacher's approval, NAE will pay for two tests (no exceptions). **Students must be enrolled in the class for which they wish to test and have at least a "B" in the course at the time of registration.**

When grant funds are available; Native American Education Program offers payment assistance for fees and materials to students enrolled in the program prior to the AP test application due date.

AP TESTING APPLICATION FEE DUE DATE

The application for AP exams must be submitted to the NAE office **NO LATER THAN TWO WEEKS PRIOR TO THE HIGH SCHOOL'S APPLICATION DUE DATE**.

No late applications will be accepted. No late fees will be paid. A new policy from the College Board is that if a student does not show up for their exam an additional fee will be incurred. NAE will not pay this fee AND the student must reimburse the NAE Program for the fees paid.

REQUIRED CLASSROOM WORKBOOKS, TEXTBOOKS AND SUPPLIES

Students may request assistance from NAE for all required workbooks, supplemental textbooks, and school supplies.

Students must come to the NAE Office in the Education Service Center to verify enrollment and receive an authorization letter before supplies or fees are considered for payment.

SUMMER SCHOOL (FIRST-TIME CREDIT)

Students who wish to receive credit for a course they have not taken may enroll in First-Time Credit classes offered in the summer through Jenks Community Education. Please check with your counselor for enrollment information. Upon successful completion of the summer course, the credit earned will count toward graduation requirements.

Students are responsible for their own transportation.

Native American Education offers first time credit tuition assistance only if summer school grant funds remain after all fees are paid for remediation classes.

Enrollment Procedure:

- *The student's parent must complete the enrollment on the Jenks Community Education website.*
- *The student's counselor must then approve the enrollment.*
- *The completed enrollment form must be brought to the NAE office or submitted via email with prior approval by the NAE office for payment*
- *Once approved by the NAE office the completed form will be submitted to the Jenks Community Education.*
- *Funds are distributed on a first come, first-serve basis.*

Community Education Office: 918-299-4415 Ext. 2245

SUMMER SCHOOL (REMEDIATION)

This is a voluntary tuition-based opportunity through Jenks Community Education. This program offers students the opportunity to make up one-half credit for a previously failed core course. Summer school classes are held in June and July.

NAE will fund O N E make-up credit one time per course. The NAE Program offers tuition assistance only when grant funds are available.

NOTICE: If a student does not complete a course or changes enrollment funded by NAE, future tuition assistance may be forfeited.

Enrollment Procedure:

- *Complete NAE application for remediation. Upon NAE approval, complete the enrollment form with your counselor.*
- *Bring enrollment form to NAE for approval.*
- *Take the approved NAE form to Jenks Community Education to complete the enrollment process.*
- *Funds are distributed on a first-come, first-serve basis.*

NOTICE:

- *The NAE tuition assistance deadline for both first and second semesters of summer school, will be a week prior to the Jenks Community Education's first semester deadline.*
- *In addition, please note that some classes may change or be cancelled due to enrollment.*
- *NAE Summer School tuition assistance will not be available for late enrollment.*

ACT Test Dates & Deadlines

Online registration payment is made through an ACT voucher available at the NAE office.

Test Date	Deadline	Late Deadline
Sept 06, 2025	*Aug 01, 2025*	*Aug 19, 2025*
Oct 18, 2025	*Sept 12, 2025*	*Sept 30, 2025*
Dec 13, 2025	*Nov 7, 2025*	*Nov 24, 2025*
Feb 14, 2026	*Jan 7, 2026*	*Jan 21, 2026*
April 11, 2026	*Mar 06, 2026*	*Mar 24, 2026*
June 13, 2026	*May 08, 2026*	*May 27, 2026*
July 11, 2026	*June 05, 2026*	*June 24, 2026*

Procedure for Payment:

- *Pick up an ACT voucher from the NAE office, located in the Education Service Center.*
- *A signature from the student or parent will be required.*
- *Late fees are not covered by the ACT voucher.*
- *NAE will not be liable for lost vouchers, errors when registering online and may forfeit future tuition assistance.*
- *Replacement vouchers will not be issued; the student will be responsible for contacting ACT with any issues.*
- *Vouchers are made available based on the availability of grant funds.*
- *Vouchers are given out on a first-come, first-serve basis and cannot be placed on hold.*
- *The basic registration fee will be paid through the ACT voucher. If a student wishes to also participate in the writing portion of the test, they will have to pay the difference in price*

SAT TEST FEES

Please contact the NAE office for information on how to have SAT fees paid through NAE.

ACADEMIC MENTORING

The purpose of Academic Mentoring is to provide additional academic support during or after school hours in core curriculum skill areas.

Eligibility Criteria:

- *Students with a letter grade of D or below and teacher recommendation (grades 5th- 12th).*
- *Students with a "1" or below and teacher recommendation (grades K-4).*
- *All rules and regulations of the District apply during Academic Mentoring.*

Academic Mentoring during school sites:

- *East Elementary*
- *West Elementary*

- *Northwest Elementary*
- *West Intermediate*
- *Middle School*

Academic Mentoring after school sites (when grant funds available)

- *Freshman Academy*
- *High School*

CLASS FEES

Academic class fees will be paid by Native American Education grant funds. NAE follows the district guidelines for fee payment. **Requests for class fees are due two weeks after school begins** *each semester.*

High School Procedure

- *NAE student picks up the Letter of Authorization from the NAE office for class teachers to complete.*
- *Return completed form to the NAE office for approval and payment.*

Middle School class fees are handled through the site administrative assistants. When asked to make payment for your student let them know payment is handled through NAE.

Late fees will not be paid by NAE.

NOTICE:

- *Drivers Education Class fees are not paid by NAE; this is not a required course for graduation.*
- *Lost textbooks will not be paid for with grant funds.*
- *T-Shirts are not considered a class fee.*
- *Uniforms for Physical Education (PE), choir dresses, band uniforms, etc., are not paid for by NAE.*
- *Graduation expenses, i.e., announcements, Grad fest, etc., are not considered a class fee.*
- *Membership and registration fees for academic organizations are not allowed.*

Chromebook Insurance

Instead of Chromebook insurance NAE will pay the cost of repairs for any NAE student. A form must be completed by the parent and submitted to the NAE Office. NAE will pay for only the repairs or replacements authorized by the IT Department for all NAE students. NAE will not reimburse any payments for repairs or replacements that are not authorized.

JENKS WILD

Native American Education is committed to participating in and fully supporting the Jenks Wild Environmental Classes. Jenks Wild teaches sensitivity to the environment which is particularly important to Native American people. Approximately 400 students, staff and parents attend this annual enrichment activity for 6th grade students.

The purpose of this program:

- *To develop an awareness and appreciation of the total environment.*
- *To develop an attitude of self-acceptance within group settings.*
- *To develop a sense of team building in a society.*
- *To give each participant a wholesome and memorable experience.*
- *To make aware the contributions of the first Americans and continued growth of cultural sensitivity.*

Financial Assistance: NAE will pay a percentage of the cost for Jenks Wild.

CULTURAL-ACADEMIC PARALLEL CURRICULUM

The mission for creating a Cultural-Academic Parallel Curriculum is to foster and promote Jenks Public Schools' vision of creating an awareness and understanding of the diverse cultures in our school through equity in school programs.

Native American history and culture is one of many diverse foundations of the history of the United States. Every student should have the opportunity to experience their history. It is the intent of the Native American Education program to collaborate with all staff to create a program that is intellectually challenging while reinforcing a culturally and developmentally appropriate individual student identity. Through providing cultural presentations as well as access to reference materials that are considered relevant and authentic, the Native American Education program strives to create and share a variety

of flexible resources that will enrich the students learning experience.

The program's instructional delivery is through cultural presentations, as well as other resources such as books, DVD's, internet streaming and cultural curriculum that are considered relevant to the Oklahoma state standards as well as authentic to the culture. Many of the resources are available through the site libraries, as well as through The NAE Resource Center.

OKLAHOMA INDIAN STUDENT HONOR SOCIETY

The Oklahoma Indian Student Honor Society was first conceived in the fall of 1989. The first OISHS membership was listed at 300 students.

The purpose of the Oklahoma Indian Student Honor Society is to honor and encourage higher standards in the intellectual, academic, professional, personal development and cultural development of Oklahoma Native American youth.

Nomination Criteria:

Any missing component disqualifies a candidate.

- **Scholarship Achievement***: 3.9 GPA or above, on an official transcript.*
- **Academic Enrollment***: Must be enrolled in a minimum of 4 regular courses in a state accredited secondary school in Oklahoma.*
- **Grades***: 9th – College.*
- **Tribal Identity***: The nominee must be "Indian" as defined by the Title VI Indian; Education Act or must furnish tribal documentation of Indian ancestry or enrollment. The nominator must certify such required documentation for enrollment by signing the form.*
- **Community Service***: Demonstrated through volunteer service.*
- **Leadership***: Demonstrated through school and/or community activities.*
- **Indian Cultural Activity***: The nominee must have participated in Indian Cultural activities within the Title VI or Johnson-O'Malley activities.*
- **Character***: The nominator will affirm the student's exceptional character.*
- **Nomination***: Must be from a local Native American Education staff, teacher, counselor, Parent Council member or school administrator.*
- **Selection Criteria***: All nominations will be reviewed by the OISHS Scholarship Committee to determine if all the criteria have been met.*

PARENT COMMITTEE ROLES AND RESPONSIBILITIES

The Federal Regulations define the Powers and Duties of the Parent Committee. They are located in the US Code of Federal Regulations, 25 CFR Ch. 1-273.15, 273.16 and 273.17

The primary role of committee members is to represent the Indian students enrolled at Jenks Public School with regard to planning, developing, implementing, and evaluating programs and services for Native American students.

All members of the respected Title VI and JOM Committees are fully vested and have the authority to:

- *Perform all duties incidental to the office of NAE and such other duties as maybe prescribed by the American Indian Education Parent Committee (AIEPC).*
- *Act on behalf of the members as recorded at meetings.*
- *Preside over all meetings and elections.*
- *Ensure that the grant guidelines are consistent with federal regulations.*



Jenks Native American Education Needs You

Parents of Native American students enrolled at Jenks Public Schools are highly encouraged to attend and participate in either of our Indian Education Parent Committees.

We need involved Parents & Guardians to participate and consider becoming officers that will give valued input & guidance toward the grant allocations, programs, services, and projects our department provides our students.

Please read the Notice to Parents on page 6 to determine which Parent Committee is right for your family.