

Indian Education Committee Minutes Form

School: _____ Location of Meeting: _____

Date: _____

I. Call to order - Chairperson

Call to Order: (Time) _____ Committee Members Present: Quorum? YES – NO (Circle One)

(Voting members)

Chairperson: _____

Vice-Chairperson: _____

Secretary: _____

Member: _____

Member: _____

School Staff present (non-voting)

Guest (non-voting)

II. Reading and Approval of the minutes – Secretary

ACTION: Passed _____
Failed _____
None taken _____

III. Reports

A. Indian Education Director (Coordinator) of Staff report. (Written reports may be attached to minutes.)

B. Program Financial Report (expenditure claim reports for this period – submitted to IEC)

IV. Business

A. By-laws

1. Has the current IEC reviewed, updated and signed the JOM By-laws? YES NO (Circle One)

2. Were there any changes to the by-laws made at the meeting? YES NO (Circle One)

Discussion of the JOM BY-LAWS ACTION: Passed _____ Failed _____ None taken _____

B. JOM Application or Budget Revision (circle one)

1. Discussion: ACTION: Passed _____ Failed _____ None taken _____

Application approved? Yes ___ No ___ Budget Revision approved? Yes ___ No ___

C. Needs Assessment

1. Discussion: ACTION: Passed _____ Failed _____ None taken _____

Needs Assessment approved? Yes ___ No ___

D. Annual Election of Officers: Number of vacant seats to be filled & Nominations of members. Any acceptance or replacement of vacant seats from resignations of existing IEC members?

V. New/Old Business

A. _____

B. _____

C. _____

VI. Announcements.

VII. Adjournment. Time _____

Certification: I certify that the minutes represented here are an accurate record of the discussion which took place at this meeting.

Signature: _____