

**Bureau of Indian Education**  
**Division of Performance and Accountability**  
**Annual Accountability Report**

ON December 7, 2007 new homeliving program regulations were published and became effective on January 4, 2008. Section 3.120 deals with the annual accountability reporting requirements. This section of the regulations replaces the former annual dormitory compliance report that was due on November of each year.

The new annual accountability report is due 45 days following the end of the school year. Schools are not required to use the attached forms but are being provided the following as guidance.

School Name \_\_\_\_\_ Date \_\_\_\_\_

- (a) Enrollment figures for the October residential count period: \_\_\_\_\_
- (b) Please provide a brief description of the required following programs that are offered in the dormitory (include supporting documentation for each program)

**Academic tutoring** {please submit an example of a sign in attendance sheet for students, a copy of the policies and procedures if a student is required to attend tutoring, a list of staff who provide tutoring and their schedule for tutoring, documentation of student 'gains' or progress }

- What changes will be made in this program for next year?

**Recreation** {please submit an example of a sign in attendance sheet for students, a schedule or calendar of recreation activities/planned noting whether they took place on site or off site AND if they were cancelled, a list of other activities that take place for students-cultural, academic, shopping/dinners, etc. }

- How are students accounted for during your recreation program (do they sign up ahead of time to participate? Do dorms contact the person in charge of the program when students are leaving the dorm? What is your process?)
  
- How are students able to provide input into the planning of recreational activities?

**Health Care Services** {Please submit a schedule of health care services provided on site, a list of 'groups' {counseling and support} that take place regularly on campus (noting the process for student participation-do they sign up or are they assigned to participate).

- How are students able to provide input into the planning of recreational activities?

**Student Safety** {Please submit a schedule of training opportunities provided to your staff involving student safety and an example of a sign in sheet}

- Other than the required trainings listed in 25 CFR, what additional trainings have been provided for your staff?
- When a new residential staff person is hired please describe how they receive the required training and the how the training is documented?
- Please list your student safety concerns in order of importance?
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.
- What plans have been implemented to address the above mentioned concerns and what plans will be in place next year?
- What additional training or technical assistance would you like for your program prior to next year? During next year?

Please provide any recommendations to improve the homeliving programs that are not noted above.