

RESOLUTION OF THE GOVERNING BODY OF
THE THREE AFFILIATED TRIBES OF THE
FORT BERTHOLD RESERVATION

WHEREAS, This Corporation is an Indian Chartered Corporation as defined by the Indian Reorganization Act of June 18, 1934, and authority is granted under said Act; and

WHEREAS, the Constitution and By-Laws of the Three Affiliated Tribes authorizes the Tribal Business Council to engage in activities for the welfare and benefit of the Tribe and tribal members, and

WHEREAS, the Tribal Business Council is the P.L. 638 contractor the Bureau of Indian Affairs, Adult Basic Education Program, and

WHEREAS, the Fort Berthold Community College has submitted a proposal to manage the Adult Basic Education Program, and

WHEREAS, the Tribal Business Council agrees with the proposal as submitted by the Fort Berthold Community College

NOW THEREFORE BE IT RESOLVED, that the Tribal Business Council authorizes the Fort Berthold Community College to contract with the Bureau of Indian Affairs, Education Department for the Adult Basic Education Program.

C E R T I F I C A T I O N

I, the undersigned, as Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Reservation, hereby certify that the Council is composed of 11 members of whom 10 constituting a quorum were present at a Regular meeting thereof duly called, noticed, convened and held on the 18 day of February, 1982, that the foregoing Resolution was duly adopted at such meeting by the affirmative vote of 5 members, 2 members opposed, 3 passed, 0 abstentions and that the said Resolution has not been rescinded or amended in anyway

Chairman (voting) (~~not voting~~)

Dated this 18 day of February, 1982

Lillie Walker
Secretary, Tribal Business Council

ATTEST:

Annis A. Bente
CHAIRPERSON TRIBAL BUSINESS COUNCIL

The College will include the staff of the ABE program as members of the institution standing committees, as members of community college work groups involved in institutional planning and development, and, provide for staff development opportunities through access of existing courses in the Tribal Studies, Management, Education, and Humanities areas. It is expected that the Program Director will also need training in the areas of testing. Training in testing and evaluation is central to the success of the project the Community College and the community resource personnel must become familiar with the use of testing as a tool for educational programming.

Objective 2.2 To Develop Community Based Support and Acquisition Responses Directed at Supporting ABE Services.

The development of community support and networking capabilities is an integral part of the development scenario. Before the introduction of Project staff to other members of the educational community, the College will solicit community elder support through the formulation of a project advisory board. Members of the advisory board will be representative of the five communities (segments) on the reservation.

Community support will also be sought through interaction with the existing local educational agencies. The College staff feel that notions of community based education need to include the existing expertise found in these local educational agencies. It is thought the College staff will recruit a major portion of the tutor/instructors from the professional cadre employed by the various school districts. Other members of various professional and working classes will be sought as tutor/instructors as well as specific project advisory support personnel. As the College develops the small groups training modules, it is expected that local professionals and craftsman will be invaluable assistance reviewing and revising the various curricular models that will be developed.

Finally, with respect to the unique culture and heritage of the Three Tribes, it is important that attributes of the Tribes be supported throughout all aspects of program development and implementation. Crucial to the development of residential expertise in the area of ABE is the development of local resource personnel reflecting local cultural attributes. Both notions will be supported by the project through the retention of tribal specific responses

to topical discussion and a dissemination of those responses through organized issue briefs detailing the substance of group interaction.

Objective 2.3 To Develop ABE management Implementation and Reveiw Process
The project implementation and reveiw process will be reflective of an evaluation process entailing both formative and summative processes. Given the need to monitor the development and accomplishment of project activities on an on-going basis, it is expected that the Proejct Director will monitor and re-view program accomplishments on a monthly basis. Activity and budgetary reports will be reviewed with the Academic Dean, College Support Staff and the Project Advisory Board to determine additional program support needs as a means to address internal and external program environments that exert supportive and inhabitive forces on successful program development. Additionally, it is expected that project staff will maintain a project journal to be used as a self-analysis tool to support continuity in overall operations. Finally, the ABE staff will entertain a quarterly review by college super- visors and ABE Advisory Board. Such a review will provide the needed stimu- lus to insure project and college compliance with program committments.

The project will be evaluated on a summative basis within thirty days of project completion via review of exit interviews of project user group assessment on monthly reports, review formative user group questionnaires, and completion rate of project activities. Local education professional, college support staff and members of the project advisory board will be members of the project review team.

The Adult Basic Education program's goals, objectives and related activities have been projected from the perspective that since this project is new to the College and the Reservation community, the bulk of the development requirements would take place in the first six months of the project. During the remaining six months, it is expected that community support for the College's endeavor will demand that more time be spent on direct services. Fully 75% of the client population are expected to take advantage of the program in the last eight months of program operation.

Since it is the view of the College that the program must have its basis in the community setting, most of the small group interaction will take place in the out-lying communities. Utilization of community schools and centers are expected to be the main location of program direct services. The College will house the administrative and a part of the direct services program on its campus. Duplication services and other required program support services will be available to the program at cost.

1.0 DIRECT SERVICE ACTIVITY MATRIX

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
1.1 STUDENT RECRUITMENT													
1.1.1 Develop ABE marketing strategy/Director	X	X											Task Completed
1.1.2 Initiate marketing plan/Director		X	X				X	X					Task Completed
1.1.3 Assess marketing implementation via Student (User) Questionnaire/Director			X		X		X			X			85% User Questionnaire completed on Semi-annual basis
1.1.4 Review & Revise Marketing Operations/ Director and Academic Dean				X		X			X		X		Task Completed
1.1.5 Evaluate Marketing Operations/Director Advisory Board, Academic Dean			X			X			X			X	50 Adults recruited for Adult Education program
1.2 STUDENT ADMISSIONS/SCREENING													
1.2.1 Develop ABE Testing Delivery Strategy/ Director, Dean of Students	X		X										Task Completed
1.2.2 Initiate ABE Testing System/Director			X			X			X			X	Task Completed
1.2.3 Assess Test Delivery System via User Questionnaire/Director				X		X			X			X	85% User Population surveyed
1.2.4 Review & Revise Testing Delivery System/ Director, Dean of Students					X		X			X		X	Task Completed
1.2.5 Evaluate Test Delivery System/Director, Dean of Students, Advisory Board					X					X		X	90% User Population tested
1.3 LEARNER CENTERED EDUCATION SERIES													
1.3.1 Instructor/Student Review of Diagnostic Tests/Director, Instructor			X	X	X	X		X	X	X	X		100% Tests reviewed
1.3.2 Instructor/Student Development of Student Learning Contracts/Dir., Instructor			X	X	X	X		X	X	X	X		100% User Contracts completed

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
1.3.3 Formation of Small Work Groups/ Director, Instructor			X	X	X	X		X	X	X	X		85% Users involved in process survey
1.3.4 Provision of Small Work Group Study/ Director, Instructor			X	X	X	X		X	X	X	X		85% Users involved in process survey
1.3.5 Provision of Individual Tutoring Assistance in Review of Student Learned Contracts/Director, Instructor			X	X	X	X		X	X	X	X		85% User population assisted
1.3.6 Provision of Education Counseling as needed/Director			X	X	X	X		X	X	X	X		100% User population contacted four times per program year
1.3.7 Assess and Revise Learning Strategies via User Questionnaires/Director				X		X			X		X		90% User Questionnaires returned
1.3.8 Programtic Review of Learning Strategies/Director, Academic Dean					X		X			X		X	Task Completed
1.3.9 Evaluation Services/Director, Academic Dean, Advisory Board					X		X			X		X	Task Completed

Director -- Adult Basic Education Program
 Academic Dean -- FBCC
 Dean of Students -- FBCC
 Advisory Board -- Project, ABE
 Instructor -- ABE Program

2.0 INSTITUTIONAL DEVELOPMENT AND PROGRAM IMPLEMENTATION MATRIX

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
2.1 DEVELOPMENT OF STAFF ADM/SERVICES CAPABILITIES													
2.1.1 Establish College ABE hiring ABE Committee/President			X	X									Task Completed
2.1.2 Recruit and retain ABE Director/President			X	X									Task Completed
2.1.3 Develop and Implement Staff ABE Orientation/Academic Dean			X	X									Task Completed
2.1.4 Include ABE staff as part of College Mgmt. Team/Academic Dean	X	X	X	X	X	X	X	X	X	X	X	X	Task Completed
2.1.5 Establish & provide for staff training needs/ABE Director	X	X	X	X	X	X	X	X	X	X	X	X	College recognized as G.E.D. Testing Center
2.2 DEVELOPMENT OF COMMUNITY SUPPORT													
2.2.1 Establish ABE Advisory Board/ABE Director, President, Academic Dean	X	X	X										Task Completed
2.2.2 Recruit & retain part-time tutor/instructor/ABE Director	X	X	X	X	X	X	X	X	X	X	X	X	85% of user requested instruc. prov
2.2.3 Small group advisors recruited/ABE Director, Instructors	X	X	X	X	X	X	X	X	X	X	X	X	85% of user requested instruc. prov WITH ESTABLISHED Advisory Group.
2.2.4 Recruit & retain local resource personnel/ABE Director, Instructor	X	X	X	X	X	X	X	X	X	X	X	X	85% user demands met
2.2.5 Tribal specific small work group discussions recorded, transcribed, edited, and filed/ABE Dir., Instruc.			X	X	X	X	X	X	X	X	X		65% work product completed

2.0 Continued

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
2.2.6 Four Tribal specific review papers published in College news organ./ ABE Director, Instructor					X	X	X			X	X	X	Task Completed
2.3 ABE EVALUATION													
2.3.1 Monthly ABE report published/ ABE Director	X	X	X	X	X	X	X	X	X	X	X	X	Task Completed
2.3.2 Project Issue Briefs developed and published/ABE Director	X	X	X	X	X	X	X	X	X	X	X	X	Task Completed
2.3.3 ABE Project quarterly review completed and disseminated to College staff and ABE advisory Board/ Dir.			X			X			X			X	Task Completed
2.3.4 ABE Annual project review team recruited/Director, Academic Dean										X	X	X	Task Completed
2.3.5 ABE Annual Review Completed												X	85% project activities completed

ABE BUDGET

1982--83

PERSONNEL:

Instructional Staff

5 part-time Instructors/tutors @ \$850.00/semester	\$ 5,250.00
Director ABE Project @ \$7.00/hr x 30 hrs/5 communities	<u>18,500.00</u>
TOTAL PERSONNEL	\$ 23,750.00

FRINGE BENEFITS:

12% of total personnel	2,850.00
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TRAVEL:

ABE Director

On-reservation travel;	
26 trips x 220 miles to Twin Buttes x .20¢	1,144.00
26 trips x 112 miles to White Shiled x .20¢	582.40
26 trips x 72 miles to Mandaree x .20¢	374.40

Off-reservation travel;	
2 trips (Professiona, Research Workshops Conferences)	
x \$214.00 included per diem	<u>428.00</u>

TOTAL TRAVEL	\$ 2,494.80
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EQUIPMENT:

None

SUPPLIES:

Consumable supplies \$30.00 per month x 12	\$ 360.00
Printing	300.00
Reproduction	300.00
Curr. & Resource Material \$500.00 x 12	<u>600.00</u>

TOTAL SUPPLIES	\$ 1,560.00
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ABE Budget cont.
1982--83

OTHER:

Classroom Rental	\$ 545.20
Communications:	
Telephone \$100.00/month x 12 months	1,200.00
Postage	300.00
Office equipment reental \$100.00/month x 12/months	1,200.00
Reservation Resource People: 5 people x \$7.00/hr x 4 hrs. x 15 weeks	<u>2,100.00</u>
TOTAL OTHER	\$ 5,345.20

TOTAL REQUESTED BUDGET FROM
OFFICE OF INDIAN EDUCATION
FOR 1982-83

\$ 36,000.00

ABE BUDGET

1982--83

PERSONNEL:

Instructional Staff

10 part-time Instructors/tutors \$ 2,100.00
Director ABE Project 10,500.00

TOTAL PERSONNEL \$ 12,600.00

FRINGE BENEFITS:

12% of total personnel \$ 1,512 .00

TRAVEL:

ABE Director

On-reservation travel;
26 trips x 220 miles to Twin Buttes x .20¢ \$ 1,144.00
26 trips x 112 miles to White Shield x .20¢ 582.40
26 trips x 72 miles to Mandaree x .20¢ 374.40

Off-reservation travel:
2 trips (Professional, Research Workshops Conferences) 428.00
x \$214.00 included per diem

TOTAL TRAVEL \$ 2,528.80

EQUIPMENT:

NONE

SUPPLIES:

Consumable supplies @ \$40.00/month x 9 months \$ 360.00
Printing 300.00
Reproduction 300.00
Curr. & Resource Material \$66.66 x 9 months 600.00

TOTAL SUPPLIES \$ 1,560.00

ABE Budget cont.
1982-83

OTHER:

Classroom rental	\$	
Communications:		
Telephone \$133.33/month x 9 months		1,200.00
Postage		300.00
Office Equipment rental \$133.33/month x 9 months		1,200.00
Reservation Resource People: \$50.00 honorarium x 14 people		<u>700.00</u>
TOTAL OTHER	\$	3,400.00

TOTAL REQUESTED BUDGET FROM OFFICE OF INDIAN EDUCATION FOR 1982-83	\$	<u>21,600.80</u>
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1.0 DIRECT SERVICE ACTIVITY MATRIX

Gray illustrates reduction in program due to limited funding

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
1.1 STUDENT RECRUITMENT													
1.1.1 Develop ABE marketing strategy/Director	●	●	●										Task Completed
1.1.2 Initiate marketing plan/Director		●	●	●			X	X					Task Completed
1.1.3 Assess marketing implementation via Student (User) Questionnaire/Director			●	●	X	●		X		X			85% User Questionnaire completed on Semi-annual basis
1.1.4 Review & Revise Marketing Operations/Director and Academic Dean				X		X			X		X		Task Completed
1.1.5 Evaluate Marketing Operations/Director Advisory Board, Academic Dean			●	●		X			X		●	●	50 Adults recruited for Adult Education program
1.2 STUDENT ADMISSIONS/SCREENING													
1.2.1 Develop ABE Testing Delivery Strategy/Director, Dean of Students	●	●	●	●									Task Completed
1.2.2 Initiate ABE Testing System/Director			●	X		X		X				X	Task Completed
1.2.3 Assess Test Delivery System via User Questionnaire/Director				●	●	X	●		X		X		85% User Population surveyed
1.2.4 Review & Revise Testing Delivery System/Director, Dean of Students					X		X			X	●	●	Task Completed
1.2.5 Evaluate Test Delivery System/Director, Dean of Students, Advisory Board					X					X	●	●	90% User Population tested
1.3 LEARNER CENTERED EDUCATION SERIES													
1.3.1 Instructor/Student Review of Diagnostic Tests/Director, Instructor				X	X	X		X	X	X	X		100% Tests reviewed
1.3.2 Instructor/Student Development of Stu-				X	X	X		X	X	X	X		100% User Contracts completed

ACTIVITIES AND RESPONSIBILITIES		F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
3.3	Formation of Small Work Groups/ Director, Instructor			X	X	X	X		X	X	X	X		85% Users involved in process survey
3.4	Provision of Small Work Group Study/ Director, Instructor			X	X	X	X		X	X	X	X		85% Users involved in process survey
3.5	Provision of Individual Tutoring Assistance in Review of Student Learned Contracts/Director, Instructor			X	X	X	X		X	X	X	X		85% User population assisted
3.6	Provision of Education Counseling as needed/Director			X	X	X	X		X	X	X	X		100% User population contacted four times per program year
3.7	Assess and Revise Learning Strategies via User Questionnaires/Director				X		X			X		X		90% User Questionnaires returned
3.8	Programic Review of Learning Strategies/Director, Academic Dean					X		X			X			Task Completed
3.9	Evaluation Services/Director, Academic Dean, Advisory Board					X		X			X			Task Completed

Director -- Adult Basic Education Program
 Academic Dean -- FBCC
 Dean of Students -- FBCC
 Advisory Board -- Project, ABE
 Instructor -- ABE Program

2.0 INSTITUTIONAL DEVELOPMENT AND PROGRAM IMPLEMENTATION MATRIX

ACTIVITIES AND RESPONSIBILITIES		F	M	A	M	J	J	A	S	O	N	D	J	PERFORMANCE EVALUATION MEASUREMENT
2.1	DEVELOPMENT OF STAFF ADM/SERVICES CAPABILITIES													
2.1.1	Establish College ABE hiring ABE Committee/President			X	X									Task Completed
2.1.2	Recruit and retain ABE Director/President			X	X									Task Completed
2.1.3	Develop and Implement Staff ABE Orientation/Academic Dean			X	X									Task Completed
2.1.4	Include ABE staff as part of College Mgmt. TEAm/Academic Dean	⊙	⊙	X	X	X	X	X	X	X	X	X	⊙	Task Completed
2.1.5	Establish & provide for staff training needs/ABE Director	⊙	⊙	X	X	X	X	X	X	X	X	X	⊙	College recognized as G.E.D. Testing Center
2.2	DEVELOPMENT OF COMMUNITY SUPPORT													
2.2.1	Establish ABE Advisory Board/ABE Director, President, Academic Dean	⊙	⊙	X	X									Task Completed
2.2.2	Recruit & retain part-time tutor/instructor/ABE Director	⊙	⊙	X	X	X	X	X	X	X	X	X	⊙	85% of user requested instruc. prov
2.2.3	Small group advisors recruited/ABE Director, Instructors	⊙	⊙	X	X	X	X	X	X	X	X	X	⊙	85% of user requested instruc. prov WITH ESTABLISHED Advisory Group.
2.2.4	Recruit & retain local resource personnel/ABE Director, Instructor	⊙	⊙	X	X	X	X	X	X	X	X	X	⊙	85% user demands met
2.2.5	Tribal specific small work group discussions recorded, transcribed, edited, and filed/ABE Dir., Instruc.			X	X	X	X	X	X	X	X	X		65% work product completed

ACTIVITIES AND RESPONSIBILITIES	F	M	A	M	J	J	A	S	O	N	D	J		PERFORMANCE EVALUATION MEASUREMENT
.2.6 Four Tribal specific review papers published in College news organ./ ABE Director, Instructor					X	X	X				X	X		Task Completed
.3 ABE EVALUATION														
.3.1 Monthly ABE report published/ ABE Director	●	●	X	X	X	X	X	X	X	X	X	X	●	Task Completed
.3.2 Project Issue Briefs developed and published/ABE Director	●	●	X	X	X	X	X	X	X	X	X	X	●	Task Completed
.3.3 ABE Project quarterly review completed and disseminated to College staff and ABE advisory Board/ Dir.			α		X	●		X	α		X	●		Task Completed
.3.4 ABE Annual project review team recruited/Director, Academic Dean											X	X	●	Task Completed
.3.5 ABE Annual Review Completed											X	●		85% project activities completed