



Tribal Leaders Congress
On Education



Washington State Department of
Early Learning

Communication Protocol

Between Federally Recognized Tribes and the Department of Early Learning

Purpose

To assist the Department of Early Learning (DEL) and staff when communicating with Tribal Governments

Procedures

DEL shall get input from federally recognized Tribes as policies are being modified or developed when it impacts Indian children and/or when other stakeholders are asked for input.

DEL will transmit formal correspondence to tribal governments with cover letters for review and comment at a reasonable time in advance of decision making concerning policy, regulations, or standards that could affect Native Children and their families. In its correspondence, DEL will ensure the tribal governments are informed of any time constraints DEL is laboring under concerning the policy, regulations or standards at issue. DEL will in all cases seek to provide the tribal governments with a reasonable time to express their concerns regarding proposed policy, regulations or standards.

The type of formal correspondence to be provided to tribal governments may include but not be limited to:

- Submission of contracts and contract amendments that relate to programs which impact Native children and their families
- Consultation requests and announcements
- Prior notice of changes in policy or standards as it relates to DEL programs that do monitoring or site visits such as licensing or ECEAP
- Announcement in advance of public meetings regarding policy, partnership, or budget, whether open or closed, which could impact Native Children
- When seeking required, formal input on the creation or modification of Early Learning policy

Notification does NOT imply permission. Each Tribe has its own unique process for granting permission.

DEL will transmit announcements for the following as soon as available:

- Substantive changes to Grants

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- RFPs for contracts which will impact programs

Formal correspondence will be addressed in the following matter: Honorable Chairman, Chairwoman, President, with a salutation of Dear Tribal Chairman, Chairwoman President.

With copies to:

- Tribal Appointee to Early Learning Advisory Council
- Tribal designated contact person upon request of Tribe
- Tribal delegates to the DEL initiatives
- The Director of DEL or to the Director's designated Tribal Liaison
- Director, Governor's Office of Indian Affairs
- Chief of Staff, Governor's Office

DEL will maintain a current distribution list of Tribal Chairs, relying upon the contact information on file with the Governor's Office of Indian Affairs. To ensure DEL can provide appropriate notice to persons in addition to the Tribal Chair, each tribe will provide DEL with an updated contact list at the annual meeting.

The DEL Director, or his/her designee, will follow these communication and meeting guidelines:

- Attend the annual meeting with federally recognized Tribes and the State on Education.
- Attend Tribal Leaders' Congress on Education (TLC) meetings with DEL headquarter staff: Quarterly
- Ensure interactive communication between the Tribes and DEL for:
 - Contracts
 - Visits concerning statewide programs
 - Compliance matters concerning statewide programs

DEL Service Area Managers will follow these communication and meeting guidelines:

- Maintain regular communications with the Tribes in their region.
- Attend one or more quarterly meetings with the TLC
- Meet at least two times each year with the Tribes in their region, or more frequently upon request.
- Attend statewide meetings between Tribes and DEL, including the annual meeting with Federally recognized Tribes and DEL, when possible.

Interactions with other department/agencies/committees regarding early learning:

The Department of Social and Health Services, Department of Health, Office of Indian Policy and Indian Policy Advisory Committee all have overlap regarding responsibilities for children; these departments and committees will be encouraged to attend all major meetings between Tribal Governments and DEL.

September 17, 2010

We, the undersigned have read and agree with the Communication Protocol on this 22 day of September, 2010.

By _____
Department of Early Learning

By _____
Chehalis Tribal Delegate

By _____
Colville Tribal Delegate

By _____
Coeur D'Alene Tribal Delegate

By _____
Cowlitz Tribal Delegate

By _____
Hoh Tribal Delegate

By _____
Jamestown S'Klallam Tribal Delegate

By _____
Kalispel Tribal Delegate

By _____
Lower Elwha Klallam Tribal Delegate

By _____
Lummi Tribal Delegate

By _____
Makah Tribal Delegate

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By _____
Muckelshoot Tribal Delegate

By _____
Nez Perce Tribal Delegate

By _____
Nisqually Tribal Delegate

By _____
Nooksack Tribal Delegate

By _____
Port Gamble S'Klallam Tribal Delegate

By _____
Puyallup Tribal Delegate

By _____
Quileute Tribal Delegate

By _____
Quinault Tribal Delegate

By _____
Samish Tribal Delegate

By _____
Sauk-Suiattle Tribal Delegate

By _____
Shoalwater Bay Tribal Delegate

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By _____
Skokomish Tribal Delegate

By _____
Snoqualmie Tribal Delegate

By _____
Spokane Tribal Delegate

By _____
Squaxin Island Tribal Delegate

By _____
Stillaguamish Tribal Delegate

By _____
Suquamish Tribal Delegate

By _____
Tulalip Tribal Delegate

By _____
Umatilla Tribal Delegate

By _____
Upper Skagit Tribal Delegate

By _____
Warm Springs Tribal Delegate

By _____
Yakama Tribal Delegate

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