

JOM Parent Committee Training Trainers Test

Some of the JOM Program Coordinators have the option to give their own IEC training instead of having the parents attend trainings provided by the MCN/JOM Program. This is fine as long as the trainer covers all of the areas that are mandated. The following trainers test is provided to you. Once completed and returned to the MCN/JOM Program, your test will be evaluated and you will be notified of the results. This test is our assurance that each trainer fully understands the JOM program and is able to train their parent committee members to the best of their ability. We will be assured that the trainer has a full understanding and knowledge of the requirements.

If you have already conducted your own IEC training you will need to submit this test for FY 2017-18. If your IEC members have attended the In-service training, that will count as their mandated training, but if they have not attended and you as the Director/Coordinator plan to give the training, you must pass the following test.

1. This test is given to allow you to conduct your own IEC Training.
2. As a trainer you must pass this test with an average of 85% in order to conduct the IEC training.
3. You will be allowed to take this test as many times as needed to meet the required 85%.
4. This is an open book test. You are allowed to use any information (JOM Handbook, Federal Code of Regulations etc.) to assist you. You can even call the MCN/JOM office and ask where to find the answers if you can't locate them. We are not trying to make this a burden; we just want to make sure that all areas are covered.
5. The object of the test is not that you memorize the material, but you know where it is and how to use the materials provided to you.
6. The MCN/JOM Program wants to make sure that each of our 45 IEC's are being trained in the same manner and that there is consistency in meeting compliance of the MCN/JOM and federal regulations.
7. Once you pass this test, you will receive a certificate as a trainer for the IEC signed by Regina Keith, JOM manager. You will maintain that certificate for three years. A renewal certificate will be issued after that.
8. You can send this in by e-mail once completed no need to come to the office.
9. You will be notified of the results and your certificate will be mailed to you and placed in your school file.

Trainers Test

Name: _____

School District: _____

Email: _____

Date: _____

	QUESTION	ANSWER	GRADE
1	What is the number for the federal code of regulations that govern the JOM programs?		
2	According to the new MCN JOM Program Procedures Failure to submit a completed Application by the deadline will result in what action?		
3	The JOM funds come from what department within the federal government?		
4	Eligible JOM students range from how old to what grade?		
5	What sections of the federal code of regulations pertain to the IEC ?		
6	What section of the federal code of regulations states the following: "Consistent with the purpose of the IEC, each such committee shall be vested with the authority to:"		
7	What is the major difference between the JOM IEC and Title VI Committees?		
8	When is the Student Count Week?		
9	What makes a student eligible for JOM services?		
10	What is the budget allocation based upon that is given to each MCN/JOM program?		

11	When are enrollment forms due in the MCN JOM office?		
12	According to the new Program Procedures after receiving your Budget Revision letter from MCN JOM when is the Budget Revision and Minutes of approval due in the MCN JOM office?		
13	Where should the description of your IEC officers be listed?		
14	Under what page heading does it read: "To do what is best for the program and not necessarily what you want for your own child."		
15	Who is responsible for conducting the IEC election?		
16	Who is eligible to vote at an IEC election? List the three		
17	Parent Committee Training must cover six required areas. List them		
18	Who must sign the JOM Application to make it valid?		
19	What can educational support funds be used to purchase?		
20	Before you start your training of your IEC what should you conduct first?		
21	When completing a needs assessment who's assessment results are used to form the base of your application?		
22	Completed Applications are due in the MCN JOM office each year by what day?		
23	List the five deadlines you should set with your IEC in planning for your annual needs assessment.		
24	In addition to the Budget Summary, Checklist and Education Plan what other page is necessary for completing a Budget Revision?		

25	Explain the difference between supplemental programs and supplanting programs. (in your own words)		
26	List the 6 items not eligible as incentive awards.		
27	All expenditures claims submitted to MCN/JOM Program must have what documentation attached?		
28	Who must sign the monitoring Check sheet other than the monitor?		
29	According to the federal regulations, how many IEC members must you have?		
30	It is recommended that you have what type of terms for the elected IEC?		
31	Who can nominate someone to run for the IEC?		
32	It is recommended to use what instead of “Roberts Rules of Order”?		
33	How many IEC members do you need to make a quorum?		
34	In loco parentis – is considered one “who has daily.....”		
35	Who calls the IEC meetings to order?		
36	Who on the IEC ensures membership is consistent with federal regulations?		
37	How often can you do a Budget Revision?		
38	All regular IEC meetings should be filed with the county clerk by which date each year?		
39	If special meetings are held when should you file and post the Agenda?		
40	According to the new program procedures an expenditure claim received after the due date will result in?		
		Total score Must have at least 34 correct for 85%	
		Passed or Failed	

Signature of MCN/JOM staff reviewing test _____