

## **PARENT INVOLVEMENT (TITLE I SCHOOLS AND PROGRAMS)**

### **School-Level Policies for Title I Schools**

At each school receiving Title I funds, the principal shall ensure a written policy on parent involvement is developed jointly with and agreed upon by parents/guardians of participating students. Such policy shall describe the means by which the school will: [20 USC 6318]

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved
2. Encourage greater parent/guardian participation by adjusting meeting schedules to accommodate parent/guardian needs, and to the extent practicable, by providing translation or interpreter services, transportation, and/or child care.
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy and, if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314

The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.

4. Provide the parents/guardians of participating students all of the following:
  - a. Timely information about Title I programs
  - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
  - c. If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians

5. Information on how to submit comments or complaints if the schoolwide program plan is not satisfactory to the parents/guardians of participating students
6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

This compact shall address:

- a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards
  - b. Ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television viewing; volunteering in the classroom; and participating, as appropriate, in decisions related to their children's education and the positive use of extracurricular time
  - c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:
    - (1) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the student's achievement
    - (2) Frequent reports to parents/guardians on their children's progress
    - (3) Reasonable access to staff, opportunities to volunteer and participate in their child's classroom, and observation of classroom activities
7. Build the capacity of the school and parents/guardians for strong parent involvement. To build capacity for involvement of parents, each school and program shall:
    - a. Assist parents in understanding academic content and achievement standards and assessments and how to monitor and improve the achievement of their children.

- b. Provide materials and training to help parents work with their children to improve their children's achievement.
  - c. Educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.
  - d. Coordinate and integrate parental involvement with other programs and conduct activities that encourage and support parents in more fully participating in the education of their children.
  - e. Distribute information related to school and parent programs, meetings and other activities to the parents of participating students in a format and to the extent practicable, in a language the parents understand.
  - f. Provide such other reasonable support for parental involvement activities under this section as parents may request.
8. To the extent practicable, provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migrant children, including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. [20 USC 6318]

Jointly with parents/guardians of participating students, the principal shall periodically update the school's policy to meet the changing needs of parents/guardians and the school. [20 USC 6318]

Approved: 10/28/15