



Book	Policy Manual
Section	900 Community
Title	Title I Parental Involvement
Number	918
Status	Active
Adopted	December 5, 2005
Last Revised	June 20, 2013

Guidelines

Part 1. General Expectations

The Union School District agrees to implement the following statutory requirements:

1. The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
2. Consistent with Section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with Section 1118(d) of the ESEA.
3. The school district will incorporate this district wide parental involvement policy into its LEA plan developed under Section 1112 of the ESEA.
4. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
5. If the LEA plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
6. The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:

- a. That parents play an integral role in assisting their child's learning.

- b. That parents are encouraged to be actively involved in their child's education at school.
- c. That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- d. The carrying out of other activities, such as those described in Section 1118 of the ESEA.

Part II. Description Of How District Will Implement Required District-Wide Parental Involvement Policy Components

1. To inform parents by ongoing, documented parent-teacher contacts (personal, telephone, and written) of the joint development of the Title I program and the district-wide parent involvement plan under Section 1112 of the ESEA.
2. To notify parents by mail if a school is identified for school review and improvement under Section 1116 of the ESEA. To send invitations to parents and encourage their attendance at any scheduled meeting or committee meeting to discuss their involvement in the school improvement process.
3. To provide the necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance by providing professional development opportunities for teachers and principals. To maintain a district web page to keep families current on school information. To include in Board minutes, timely reports on the Title I plan and the parents' and community's right to be involved. To provide planning time for Title I school staff to coordinate plans for the annual PAC meeting.
4. To meet with Head Start, Even Start; and other such program coordinators to integrate parental involvement strategies in Part A. To provide appropriate meetings between school and coordinators when needed. Coordinators are encouraged by telephone contact to participate in the annual PAC meeting so parents can be informed of their services.
5. To annually survey parents of participating students, as to the content and effectiveness of the parent involvement policy in improving the quality of its Title I, Part A schools through parent-teacher conferences and an annual Parent Questionnaire. To maintain records of parent contacts and their responses, of which may be incorporated into revisions in the plan.
6. To provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the state's academic content standards, the state's student academic achievement standards, the state and local academic assessments including alternate assessments, and the Title I school performance profiles through bulk mailings of the District/School Report Cards. To provide a printed Parent Report outlining their child's individual student assessment results, including an interpretation of these results.
7. To provide a description and explanation of the curriculum in use at the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet through parent-teacher conferences. To provide parents of participating children with progress reports at the conclusion of each nine-week grading period.
8. To convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited by written notice, and encouraged to attend in order to inform parents of their school's participation in Title I, Part A and to explain its requirements and their right to be involved.
9. To provide opportunities for regular meetings at the request of parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children through ongoing parent-teacher-school contacts when responses to any such suggestions can be addressed. To provide reasonable access to staff and observation of classroom activities.

10. To develop a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student achievement. Compacts to be signed and reviewed at PAC meeting and copies sent home to parents not in attendance. To review parent involvement policy and compacts at scheduled parent-teacher conferences with parent suggestions encouraged and recorded.
11. To provide materials and training to help parents work with their children to improve achievement through the annual PAC meeting where reading and math strategies are handed to parents to enable them to reinforce what is being taught in the classroom. To notify parents of the date and time of the State Parent Advisory Council Meeting through an annual Parent Questionnaire and parent-teacher contacts. To inform parents that Title I funds may be used to pay reasonable and necessary expenses associated with their attendance at workshops, including transportation, registration, meals, lodging and childcare expenses.
12. To offer professional development opportunities to educate its teachers, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners and how to implement and coordinate parent programs and build ties between parents and schools. To provide ample opportunity to review the School/Parent Compact with all concerned. To offer all day kindergarten for those students who lack the necessary skills to achieve the state's challenging standards.
13. To provide all information, either written or spoken, in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.