

**DEVELOPMENT OF PARENTAL INVOLVEMENT
POLICIES FOR TITLE I PROGRAMS**

I. PURPOSE

The purpose of this policy is to encourage and facilitate involvement by parents of students participating in Title I in the educational programs and experiences of students. The policy shall provide the framework for organized, systematic, ongoing, informed and timely parental involvement in relation to decisions about the Title I services within the school district. The involvement of parents by the school district shall be directed toward both public and private school children whose parents are school district residents or whose children attend school within the boundaries of the school district.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school district to plan and implement meaningful consultation with parents of participating children, programs, activities and procedures for the involvement of those parents in its Title I programs.
- B. It is the policy of the school district to fully comply with 20 U.S.C. § 6318 which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title I programs written parental involvement policies.

III. DEFINITIONS

- A. Local Education Agency (LEA): ISD 721; New Prague Area Schools
- B. Title I Programs: A federally funded and managed assistance program for economically and educationally disadvantaged students
- C. Title I Coordinator: LEA staff member assigned to manage Title I programs at the District Level
- D. Reading Specialist: LEA staff member assigned to assist with building Title I programs, staff training and parent communication.
- E. Non-Public School: Academic institution that is not part of the state public education system but is in the LEA boundaries and serves students who reside in the attendance area of the LEA.
- F. Title One Advisory Committee: School advisory group for Title I.

ROLES AND RESPONSIBILITIES

A. SCHOOL BOARD

- 1. The LEA School Board will direct the administration to develop jointly with, agree upon with, and distribute to, parents of participating children a written parental involvement policy that will be incorporated into the LEA Title I plan.
- 2. The school board will periodically review these policies to meet the changing needs of parents and the school.

B. DISTRICT

- 1. Title One Advisory Committee will assist in developing and updating the District Parent Involvement Policy. The committee is made up of parent volunteers from each school attendance area in our district, principals, and district staff. When recruiting for the Title One Advisory Committee special attention will be given to recruiting parents of children in the Title I program.
- 2. The District Title One Advisory Committee will provide input in developing a sample compact that can be used at the building or modified to meet building needs. The sample compact will be made available by the Title I coordinator.
- 3. The District Title One Advisory Committee will be involved in the process of school review and improvement. Parents of children in the Title I program will be part of this group. The aim will be to evaluate the schools in this district, collecting

information in a variety of ways, which may include visits to the schools and observation of classes.

4. The Title I coordinator will work with Title I buildings on projects involving parent involvement by providing technical assistance and support.
5. Through the use of the Title One Advisory Committee building committees, the LEA will educate teachers, para-professionals, administrators and other staff, with the assistance of parents in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
6. If funds are available through the allocation of Federal Title I money, they will be available to buildings Title I staff for direct use with parent involvement.
7. The Title I Coordinator will direct all participating Title I schools to seek feedback from parents of students involved in Title I programs. Each site may collect feedback in the manner with which best meets their needs, but all feedback must evaluate program design and include suggestions for revisions to District Title I policies.

C. SCHOOL

1. An annual meeting shall be held for Title I parents early in the school year (September or October). Parents will be given information about the new Title I guidelines. They will be given copies of the district's current Parental Involvement Policy and will be offered a chance to become involved in revising that policy as needed. Parents/Guardians may volunteer to serve on Title One Advisory Committee.

The annual meeting will be scheduled to be as convenient as possible and may be offered more than once. The Title One Coordinator and Principal will work with building staff and families to determine the meeting time most convenient for all involved parties and publish the date so that all are aware of the meeting. The meeting will be accessible to all.

Staff will be available at this meeting and throughout the school year to assist parents in understanding state standards, assessments and how a child's progress is monitored.

If funds are available through the allocation of Federal Title I money they will be available to pay for reasonable and necessary expenses associated with parent involvement activities, including transportation, childcare, or stipends to enable parents to participate in school-related meetings and training sessions.

The school will provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

2. According to the Title I regulations, each school shall share responsibility with parents/guardians for high student performance by developing a school-parent-student compact jointly with the parents of children participating in the program. These compacts shall outline how parents/guardians, staff, and students will share responsibility for promoting high student achievement and how communication will take place including frequent progress reports to the parent(s)/guardian(s) and annual parent/guardian – teacher conferences. The Reading Specialist from each Title I building will submit a copy of the Compact used at their site to the Title I Coordinator. Parents/guardians on each school's Title One Advisory Committee will be involved in designing these compacts. Student responsibilities may vary by grade level.
3. Each year, the school district, by school, will assess the needs of parents and children in their school community, through a variety of measures so that the Title I program will be tailored to meet those needs. Workshops and other programs will be designed to match the expressed

- needs. Parents/guardians shall be notified about these opportunities through the individual schools. Parents/guardians may call the District Office or their local school office at any time to express an interest in a particular type of workshop or to make suggestions.
4. At the request of a parent, the school will provide assistance in understanding the state's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. Additionally parents may request a description and explanation of the curriculum in use at their child's school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 5. The building Reading Specialist in each elementary Title I building will work with the principal and Title I Coordinator to determine the best way educate building staff on the value of parent involvement. The Reading Specialist at each Title I building is responsible for determining the best way to do this.
 6. When available, the school will provide parents of participating children with timely information about the Title I program. Upon parent request the school will provide materials and training to help parents to work with their children to improve their children's achievement.
 7. There will be an annual evaluation of the content and effectiveness of the Title I parental involvement program, and parents will be asked for their input. The evaluation will include an assessment of how much parental involvement is increasing, and what barriers to parental participation still need to be overcome. Each Title I site is responsible for designing and implementing their own evaluation tool. The school district will revise its Parental Involvement Policy on the basis of this annual review.
 8. Communication with parents will include some or all of the following tools: notices, newsletters, activity packets sent home with children, telephone calls, conferences, and home visits as needed.

D. PARENTS

1. Parents/guardians will receive the compact from their child's school with a checklist of responsibilities that teachers, parents, and students will each have for helping students achieve their goals.
2. Parents/guardians are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem.

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