

Q1. What is included in the Title I LEA Parental Involvement Policy?

- A1. The LEA Parental Involvement Policy must describe *how* the LEA will do the following, specifically enough, that parents and school system personnel can readily understand the steps for implementing each requirement:
- Involve parents in the joint development of its Title I program plan and in the process of school review and improvement;
 - Provide the coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement;
 - Build the schools' and parents' capacity for strong parental involvement;
 - Coordinate and integrate Title I parental involvement strategies with those of other programs; e.g., Head Start, Reading First, Early Reading First, Even Start, the Parents as Teachers Program, the Home Instruction Program for Preschool Youngsters, and State-run preschool programs;
 - Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served under this part, including identification of barriers to greater participation, particularly by parents who are disabled, who have limited English proficiency, limited literacy, or are of any racial or ethnic minority background; and
 - Involve parents in the activities of the schools served by Title I funds.

Q2. What is included in the Title I School Parental Involvement Policy?

- A2. A school's written policy should describe specifically enough for parents and school system personnel to readily understand how each participating Title I school will do the following:
- Convene an annual meeting to inform parents of their school's participation in Title I, to explain the requirements, and their right to be involved. In preparation for this meeting, efforts should be made to determine the most convenient time for parents of participating children to attend and to determine the most reliable method for ensuring that parents receive notice.
 - Offer a flexible number of meetings, such as in the morning or evening, and provide, if necessary, with Title I funds transportation, childcare, or home visits as these services relate to parental involvement.
 - Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of Part A programs, including the school's Parental Involvement Policy and the joint development of the schoolwide program plan, if any. If a school has in place a process for involving parents in the joint planning and design of its general education programs, the school may use that process as long as there is adequate representation of parents of participating children, and it conforms to, and is effective in implementing, the Parental Involvement Requirements of Title I.

- Provide parents of participating children timely information about Title I programs:
 - A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
 - Their child's individual student assessment results, including an interpretation of such results;
 - 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;
 - Opportunities for regular meetings to formulate suggestions, share experiences with other parents, and participate as appropriate in decisions relating to the education of their children if parents express an interest in doing this;
 - Timely responses to the suggestions made by parents that have been offered in meetings such as those described in above; and
 - If the schoolwide program plan is not satisfactory to parents, the school will submit any parent comments on the plan when the school makes the plan available to the LEA.

Template for Developing Your Own District Parent Involvement Policy

DISTRICT TITLE I PARENT INVOLVEMENT

Pursuant to federal law, the district and the parents of students participating in Title I district programs have jointly developed the following parent involvement policy. The policy shall be implemented by the superintendent or designee according to the timeline set forth in the policy and incorporated in the district's Title I plan.

INVOLVEMENT WITH TITLE I PLANNING

The district shall hold an annual meeting for parents of students in Title I programs, as well as school Title I staff, principals of schools receiving Title I funds and other interested persons to discuss the Title I program plan, review implementation of the Title I plan, discuss how Title I funds allotted for parent involvement activities shall be used, and invite suggestions for improvement.

DISTRICT SUPPORT FOR PARENT INVOLVEMENT

The district shall provide coordination, technical assistance and other support necessary to assist participating schools in building the capacity for strong parent involvement to improve student academic achievement and school performance.

This coordination, assistance and support shall include: *[insert here a jointly developed description of support for parent involvement the district will provide.]*

Some ideas for support might include:

- *designation of a District Parent Involvement Coordinator and the creation of a District Parent Advisory Council to provide advice on all matters related to parent involvement in programs supported by Title I funds*
- *development of district protocols for appropriate roles for community based organizations and businesses in parent involvement activities*
- *adoption of district model approaches to improving parent involvement at the school level*
- *allocating district resources to parent involvement activities, beyond minimum legal requirements*
- *designating other district support for parent and teacher development and training*
- *requiring a Parent Involvement Coordinator at each Title I school*

The district, with the assistance of parents, shall develop and implement a district professional development plan to enhance the skills of teachers, pupil services personnel, principals and other staff in:

Creating Family School Community Partnerships

- the value and utility of contributions of parents
- how to reach out to, communicate with, and work with parents as equal partners
- implementing and coordinating parent programs
- building ties between parents and the school

[Though the professional development plan does not need to appear in policy, it must be developed and implemented by the district with parent input.]

COORDINATION OF PARENT INVOLVEMENT ACTIVITIES WITH OTHER DISTRICT PROGRAMS

The district shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters (HIPPPY), the Parents as Teachers Program (PAT), and district preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their students. *[Insert here a jointly developed description of how the district will accomplish this. This might include requiring quarterly meetings of staff involved in these programs, coordination of written materials to parents regarding these programs, etc.]*

STUDENT LEARNING

The district shall coordinate and integrate Title I parental involvement strategies with those of other educational programs in the district. The purpose of this coordination shall be to improve the academic quality of the schools served, including identifying barriers to greater participation by parents in activities authorized by law, particularly by parents who:

- are economically disadvantaged
- have disabilities
- have limited English proficiency
- have limited literacy
- are of any racial or ethnic minority background
- are parents of migratory children

[Insert here a jointly developed description of how the district will accomplish this. The specifics of this description will depend heavily on the specific barriers being experienced by parents in your district.]

Creating Family School Community Partnerships

The district shall provide to parents, as appropriate, information to help them understand the state’s academic content and achievement standards, state and local academic assessments, the requirements of Title I, how to monitor students’ academic progress and how to work with school staff to improve the achievement of students. The district shall develop written materials and training for staff to help parents work with students to improve student achievement.

[Insert here a jointly developed description of how the district will accomplish this. The district could provide support for school-level training for parents in literacy, using technology, and other areas that will foster parental involvement.]

SCHOOL-BASED PARENT INVOLVEMENT ACTIVITIES

[Insert here a jointly developed description of how parents will be encouraged to become involved in the activities of schools with Title I programs.]

[There are many resources you can access to help provide researched-based ideas on parent involvement – your Kansas Parent Involvement Resource Center (www.kpirc.org) has resources on its website or call 1-866-711-6711). Another excellent resource is the parent involvement framework developed by Joyce Epstein and colleagues in 1997 and subsequently translated into standards by the National Parent Teacher Association, with new revisions in 2007 that include:

- Welcoming all families into the school community
- Communicating effectively
- Support student success
- Speaking up for every child
- Sharing power
- Collaborating with community

These standards could be re-framed as expectations for how parents will be involved in activities at Title I schools.

METHOD OF COMMUNICATING WITH PARENTS

All information related to school and parent programs, meetings and other activities shall be sent to parents in a format and, to the extent practicable, in a language the parents can understand.

ANNUAL EVALUATION

The district shall conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this policy. Effectiveness shall be measured in part by improvement in student academic achievement and in school performance.

The evaluation shall specifically address barriers to greater participation by parents in activities authorized by law, particularly by parents who:

- are economically disadvantaged
- have disabilities
- have limited English proficiency
- have limited literacy
- are of any racial or ethnic minority background
- are parents of migratory children

The district shall use the findings of the evaluation to design strategies for more effective parental involvement and to revise, if necessary, this policy.

The district shall provide such other reasonable support for parental involvement activities as parents may request.

DEVELOPMENT OF SCHOOL-LEVEL TITLE I PARENT INVOLVEMENT POLICY

Each school receiving Title I funds shall jointly develop with and distribute to parents of students participating in the Title I program (hereafter referred to as “parents”) a written School-Level Title I Parent Involvement Policy agreed upon by the parents in accordance with the requirements of federal law.

The policy shall contain a school-parent compact or agreement that outlines how parents, school staff and students will share the responsibility of improved student academic achievement and the means by which the school and parents will build and develop a partnership to help students.
