

INDEPENDENT SCHOOL DISTRICT 719
PRIOR LAKE - SAVAGE AREA SCHOOLS**612.1 DEVELOPMENT OF PARENTAL INVOLVEMENT POLICIES FOR TITLE 1 PROGRAMS****I. PURPOSE**

The purpose of this policy is to encourage and facilitate involvement by parents/legal guardians 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/legal guardians by the school district shall be directed toward both public and private school children whose parents/legal guardians are school district residents or whose children attend school within the boundaries of the school district.

II. DEFINITIONS

Title I: Title I is a compensatory education program sponsored by the federal government aimed at providing remedial support to students in reading and math. Buildings qualify for Title I services if their free and reduced lunch rates match or exceed the district average.

III. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to plan and implement, with meaningful consultation with parents/legal guardians of participating children, programs, activities, and procedures for the engagement of parents/legal guardians and families in its Title I programs.
- B. The policy of the school district is 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/legal guardians of children participating in Title I programs written parent and family engagement policies.

Development of District Level Policy

The school board will direct the administration to develop jointly with, agree upon with, and distribute to parents/legal guardians and family members of participating children a written parent and family engagement policy that will be incorporated into the school district's Title I plan. The policy will establish the expectations for meaningful parent and family involvement and describe how the school district will:

- A. Involve parents/legal guardians and family members in the joint development of the school district's Title I plan and the development of support and improvement plans;
- B. Provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the school district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents/legal guardians and family members in education;

- C. Coordinate and integrate parent and family engagement strategies with similar strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs;
- D. Conduct, with the meaningful involvement of parents/legal guardians and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents/legal guardians in parental involvement activities (with particular attention to parents/legal guardians who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or who are of a racial or ethnic minority background); the needs of parents/legal guardians and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions;
- E. Use the findings of such evaluations to design evidence-based strategies for more effective parental involvement and to revise, if necessary, the district-level and school-level parent and family engagement policies; and
- F. Involve parents/legal guardians in the activities of the schools, which may include establishing a parent/legal guardian advisory board comprised of a sufficient number and representative group of parents/legal guardians or family members served by the school district to adequately represent the needs of the population served by the school district for the purposes of developing, revising, and reviewing the parent and family engagement policy.

Development of School Level Policy

The school board will direct the administration of each school to develop (or amend an existing parental involvement policy) jointly with, and distribute to, parents/legal guardians and family members of participating children a written parent and family engagement policy, agreed upon by such parents/legal guardians and families, that shall describe the means for carrying out the federal requirements of parent and family engagement. Parents/legal guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, using a language the parents/legal guardians can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents/legal guardians and the school.

- A. The policy will describe the means by which each school with a Title I program will:
 - 1. Convene an annual meeting, at a convenient time, to which all parents/legal guardians of participating children shall be invited and encouraged to attend, to inform parents/legal guardians of their school's participation in Title I programs, and to explain to parents/legal guardians of participating children the program, its requirements, and their right to be involved;
 - 2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds transportation, child care, or home visits, as such services relate to parental involvement;
 - 3. Involve parents/legal guardians in an organized, ongoing, and timely way in the planning, review, and improvement of the parental involvement programs, including the planning, review, and improvement of the school parent and family engagement policy and the

joint development of the school-wide program plan, except that if a school has in place a process for involving parents/legal guardians in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents/legal guardians of participating children;

4. Provide parents/legal guardians of participating children with: 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 achievement levels of the challenging state academic standards; if requested by parents/legal guardians, 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; and
 5. If the school-wide program plan is not satisfactory to the parents/legal guardians of participating children, submit any parent/legal guardian's comments on the plan when it is submitted to the school district.
- B. As a component of this policy, each school shall jointly develop with parents/legal guardians a school/parent compact which outlines how parents/legal guardians, staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents/legal guardians will build and develop a partnership to help children achieve the state's high standards. The compact shall:
1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet state student academic achievement standards;
 2. Describe the ways each parent/legal guardian will be responsible for supporting the parent/legal guardian's child's learning by volunteering in the child's classroom and participating, as appropriate, in decisions relating to the parent/legal guardian's child's education and use of extracurricular time.
 3. Address the importance of communication between teachers and parents/legal guardians on an on-going basis through the use of:
 - a. Annual parent-teacher conferences to discuss the compact and the child's achievement;
 - b. Frequent progress reports to the parents/legal guardians;
 - c. Reasonable access to staff, opportunities to volunteer, participate in the child's class, and observe in the child's classroom; and
 - d. Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, using language that family members can understand.
- C. To ensure effective involvement of parents/legal guardians and to support a partnership among the school, parents/legal guardians, and community to improve student academic achievement, the policy will describe how each school and the school district will:
1. Provide assistance to participating parents/legal guardians in understanding such topics as the state's academic content standards and state academic achievement standards,

- state and local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children;
2. Provide materials and training to assist parents/legal guardians in working with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;
 3. Educate school staff, with the assistance of parents/legal guardians, in the value and utility of contributions of parents/legal guardians and in how to reach out to, communicate with, and work with parents/legal guardians as equal partners, implement and coordinate parent/legal guardian programs, and build ties between parents/legal guardians and school;
 4. Coordinate and integrate parental involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent/legal guardian resource centers, that encourage and support parents/legal guardians in more fully participating in the education of their children to the extent feasible and appropriate;
 5. Ensure, to the extent practicable, that information about school and parent/legal guardian meetings, programs, and activities is sent to the parents/legal guardians of participating children in a format and, to the extent practicable, using a language the parents/legal guardians can understand; and
 6. Provide such other reasonable support for parental involvement activities as requested by parents/legal guardians.
- D. To carry out the requirements of parent and family engagement, the school district and schools, to the extent practicable, will provide opportunities for the informed participation of parents/legal guardians and family members (including parents/legal guardians and family members who have limited English proficiency, parents/legal guardians and family members with disabilities, and parents/legal guardians and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, using language that is understandable by the parents.
- E. The school district and each school shall inform parents/legal guardians and parent organizations of the existence of family engagement in education programs.

Legal References: 20 U.S.C. § 6318 (Parent and Family Engagement)

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