

TITLE I, PARENT AND FAMILY ENGAGEMENT POLICY

- I. The superintendent or designee shall ensure that the district's Title 1 Parent and Family Engagement policy, plan and programs comply with the requirements of federal law.

- A. The district will take the following actions to will take the following actions to involve parents and family members (hereinafter "parents") in the joint development of the district plan under Section 1116 of the Every Student Succeeds Act (ESSA), and the development of support and improvement plans:
 1. An annual meeting of parents of participating Title 1 students shall be held to explain the goals and purposes of the Title 1 program. All parents of students attending Title I schools will be invited to attend by the director of categorical programs, who is responsible for planning this meeting.
 2. Parents will be given the opportunity to participate in the development, operation and evaluation of the program at the annual district Title I meeting. The invitation to the meeting will inform them of the opportunity to participate. Parents may also give input through an annual survey.
 3. Parents will be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs. In the spring of each year, Title I parents will receive a survey asking for their input on district Title I services and desired program elements. The district will review the parent surveys and consider the input offered. Additionally, parents will have an opportunity to offer suggestions and ask questions at the annual Title I meeting.
 4. The district will take the following actions to involve parents in the process of school review and improvement:
 - i. Parents will be given the opportunity to review the school improvement Plan.
 - ii. Parents will be informed that they may request copies of the plan or a plan summary at any time, that they may make an appointment with the principal to review the plan, and that the plan will be posted on the school website.
 - iii. Parents will be encouraged to participate in the building self-review.
 - iv. The annual district parent survey and spring Title I survey will allow parents the opportunity to give input that may be incorporated into the school plan.

- B. The district will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all Title I schools. Attention will be given to:
- i. Identifying barriers to greater participation of parents in Title I related activities, particularly for parents who are economically disadvantaged or disabled, who have limited English proficiency or limited literacy, or who represent any racial or ethnic minority. The district will revise the policy where necessary to overcome identified barriers;
 - ii. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
 - iii. strategies to support successful school and family interactions.
- C. The district will use the findings of such evaluation listed above to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies.
- D. The district will provide the following coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities:
1. Identify barriers to greater participation by parents in parental involvement activities;
 2. use findings of the Title I evaluation to design strategies for more effective parental engagement;
 3. share research and best practices in parent engagement, and
 4. revise, when necessary, the district and school parent engagement policies.
- E. The district will coordinate and integrate parental involvement strategies with similar strategies under the following other programs, such as:
- Head Start;
 - Even Start; Early Childhood education and Assistance Program (ECEAP);
 - Learning Assistance Program;
 - Special Education;
 - State-operated preschool programs; and
 - English Learner education

The district shall remove barriers to parent engagement by:

1. Conducting joint parent meetings with other programs;
2. holding meetings at various times of the day and evening; and
3. using Title 1 funding to facilitate parent attendance at meetings by providing child care.

The district may provide this information on the website, in district publications, in school performance reports, during curriculum nights, in mailings, and/or in student take-home packets.

- F. The district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, are sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practical, in a language the parents understand:
1. Distribute Policy 4130, Title I, Parent and Family Engagement on an annual basis in school newsletters or student take home packets.
 2. To the extent needed and practical, distribute Policy 4130, Title I, Parent and Family Engagement Policy in multiple languages or formats.
- G. The district will build schools and parent capacity for strong parental engagement through the following:
1. The district will, with the assistance of its Title I schools, provide information to parents of children served by the district or school, as appropriate, in understanding topics such as:
 - a. Timely information about the Title I programs;
 - b. the State's essential academic learning requirements;
 - c. a description and explanation of the curriculum in use at school; and
 - d. the proficiency levels students are expected to meet.

Parents will receive this information at curriculum nights, family math and/or reading events, in school newsletters, on the website and/or district publications.

2. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, by:
 - a. Giving guidance as to how parents can assist at home in the education of their child.
 - b. Parent meetings shall be held at various times of the day and evening to provide parents:
 - Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.
 - Opportunities to submit parent comments about the program to the district level.
 - Opportunities to meet with the classroom and Title 1 teachers to discuss their children's progress.
- H. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by providing to parents:
 1. An explanation of the reasons supporting their child's selection for the program;
 2. a description and explanation of the school's curriculum;
 3. information in the academic assessment used to measure student progress;
 4. information on the proficiency levels students are expected to meet; and
 5. if feasible, parent literacy services.
- I. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand:

1. Distributing written information on a regular basis;
2. distribute written information in multiple languages; and
3. if feasible, provide information orally for limited English proficient parents in a language they understand.

II. School Based Parent and Family Engagement Policy

In addition to the district policy on parent and family engagement, each school offering Title I services will have a separate school-based parent and family engagement policy, which will be developed with parents of Title I students. Parents will receive notice of the school-based parent and family engagement policy in an understandable and uniform format, and, to the extent practical, in a language the parents can understand. When necessary and upon request, this information will be provided in an alternative format.

Each Title I served school in the district will:

- A. Involve parents in the development of the written school-based parent and family engagement policy, distribute the policy to parents, and agree to changes or updates to the school-based parent and family engagement policy with parents.
- B. Convene an annual meeting, at a convenient time, to which all parents of Title I students will be invited and encouraged to attend, to inform parents of their school's participation in Title I, to explain the requirements of the program, and to explain their rights under Title I.
- C. Offer flexible meeting times, such as meetings in the morning or evening. Funds may be used to provide transportation, childcare, or home visits, as the services relate to parental involvement.
- D. Involve parents in an organized and timely way, in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school-based parent and family engagement policy and the joint development of the school wide program plan. If the school already has a process in place for involving parents in the joint planning and design of the schools programs, it may use that process if it includes an adequate representation of parents of Title I students.
- E. Provide parents of Title I students the following:
 1. Timely information about Title I programs.
 2. 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 state academic standards.

3. 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 to respond to any such suggestions as soon as practicably possible. If the school program plan is unsatisfactory to the parents of Title I students, submit any parent comments on the plan when the school makes the plan available to the district.
- F. Jointly develop with parents of Title I students a school-parent compact that outlines how parents, school staff, and students will share the responsibility for improved student academic achievement, and the means by which the school and parents will build and develop a partnership to help children achieve state standards. The compact must do the following:
1. Describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables Title I students to meet the state’s academic standards.
 2. Describe the ways in which each parent will be responsible for supporting their children’s learning and participating in their children’s education, and, as appropriate, in decisions relating to the education of their children, including positive use of extracurricular time.

The compact will also address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:

- Parent-teacher conferences in elementary schools, at least annually, during which the compact must be discussed as it relates to the individual child’s achievement;
- Frequent reports to parents on their children’s progress; and
- Reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities.

Adoption

This district parent and family member engagement policy has been developed jointly and agreed on with parents of children participating in Title I, Part A programs.

This policy was adopted by the Mount Vernon School District on January 16, 2019 and will be in effect until modified. The school district will distribute this policy to all parents of participating Title I, Part A children on or before June 15, 2019.

Carl R. Bruner

Printed Name of Superintendent



Signature of Superintendent

January 16, 2019

Date

Cross Reference: Board Policy 4130 Title I, Parent and Family Engagement