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## District Policy

### 2415.04 - TITLE I – DISTRICT-WIDE PARENTAL INVOLVEMENT (M)

Section: Program  
 Date Created: January 2006  
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#### M

##### GENERAL EXPECTATIONS

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.

Consistent with Section 1118, the school 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.

The school district will incorporate this District-Wide Parental Involvement Policy into its school district's plan developed under Section 1112 of the ESEA.

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, including alternate formats upon request, and to the extent practicable, in a language parents understand.

If the school district's 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 New Jersey Department of Education.

In the event the school district is required to reserve and spend at least one percent of the district's Title I, Part A allocation, the school district will involve the parents of children served in Title I, Part A schools in decisions about how these funds will be spent and will ensure that not less than ninety-five percent of the one percent reserve goes directly to the schools.

The school district will be governed by the following statutory definition of parental involvement, and expects Title I schools in the district 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 pupil academic learning and other school activities, including ensuring-

1. That parents play an integral role in assisting their child's learning;
2. That parents are encouraged to be actively involved in their child's education at school;
3. 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; and
4. The carrying out of other activities, such as those described in Section 1118 of the ESEA.

In the event the State of New Jersey or the New Jersey Department of Education has a Parental Information and Resource Center, the school district will inform parents and parental organizations of its purpose and existence.

##### DESCRIPTION OF HOW THE SCHOOL DISTRICT WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

Below is a description of how the district will implement or accomplish each of the following components outlined below (Section 1118(a)(2), ESEA):

1. The district will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under Section 1112 of the ESEA:
  - a. Convene an annual meeting, at a convenient time, to which all parents of participating students shall be invited and encouraged to attend, to inform parents of their school's participation and the requirements of this Policy, and the right of the parents to be involved;
  - b. Post information regarding parental involvement activities on the district website and distribute required parental involvement correspondence at the beginning of the school year in languages that parents understand;
  - c. Involve parents, in an organized, ongoing, and timely way, in the review and improvement of programs, the review and improvement of the school parent involvement policy, and the joint development of the school-wide program plan under Section 1118(c)(3).
2. The District will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
  - a. Provide parents of participating students timely information about programs required under Section 1118(c)(4);

- b. Provide parents of participating students 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;
  - c. Provide parents of participating students, if requested, 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.
- 3. The district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve pupil academic achievement and school performance:
  - a. The district will coordinate all meetings between schools;
  - b. The district will provide technical assistance to the schools in planning and implementing effective parental involvement activities;
  - c. The district will provide all other support necessary to assist in implementing effective parental involvement activities.
- 4. The school district will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs, by:
  - a. The district may create Parent Resource Centers;
  - b. The district shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand;
  - c. The district may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- 5. The school district will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Parental Involvement Policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disable, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its Parental Involvement Policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
  - a. Paper-based surveys will be distributed at a variety of meetings;
  - b. District Administrators will be responsible for conducting and collecting the surveys;
  - c. Parents will be asked to participate in the survey by answering questions. In addition, parents may also be asked to assist the district in analyzing survey results and disseminating survey results.

The school district will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve pupil academic achievement, through the following activities specifically described below:

- 6. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described below:
  - a. New Jersey's academic content standards;
  - b. New Jersey's pupil academic achievement standards;
  - c. The New Jersey and local academic assessments including alternate assessments;
  - d. The requirements of Part A;
  - e. How to monitor their child's progress; and
  - f. How to work with educators.
  - g. Workshops;
  - h. Conferences and classes;
  - i. Any equipment or other material that may be necessary to ensure success.
- 7. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their child's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
  - a. The district will provide in-district academies to help parents work with their children to improve their child's academic achievement;
  - b. The district will provide an Annual Literacy Conference for all parents to attend with their child to help parents understand the literacy initiatives taking place in the schools;
  - c. The district will share best practices on how parents can help their child at home with homework and facilitating literacy activities.



8. The school district will, with 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:
  - a. Administrative meetings;
  - b. Facilitating communications between school and home;
  - c. Providing necessary materials and other resources.
9. The school district will, to the extent feasible and appropriate, coordinate, and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in fully participating in the education of their children, by:
  - a. Parent workshops;
  - b. Facilitating Communications;
  - c. Providing necessary materials and other resources.
10. 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 alternate formats, upon request, and, to the extent practicable, in a language the parents can understand:
  - a. Utilize a variety of formats, such as the district website, Channel 34, and mailings, to share information such as letters and flyers regarding upcoming parental involvement events;
  - b. Ensure the highest possible quality of translations;
  - c. Conduct on-going surveys to determine predominant languages

#### DISCRETIONARY DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY ACTIVITIES

The additional information outlined below lists and describes discretionary activities the school district, in consultation with its parents, may undertake to build parents' capacity for involvement in the school and school system to support their child's academic achievement:

1. Involving parents in the development of training for teachers, Principals, and other educators to improve the effectiveness of that training;
2. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
3. Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
4. Training parents to enhance the involvement of other parents;
5. In order to maximize parental involvement and participation in their child's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
6. Adopting and implementing model approaches to improving parental involvement;
7. Establishing a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
8. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
9. Providing other reasonable support for parental involvement activities under Section 1118 as parents may request.

#### ADOPTION

This District-Wide Parental Involvement Policy has been developed jointly, and agreed upon with parents of children participating in the Title I, Part A programs. This Policy will be distributed to all parents of participating Title I, Part A children in an understandable and uniform format and, to the extent practicable, in a language the parents understand, at the beginning of each school year or when the child is determined eligible and begins participating in Title I, Part A programs.

United States Department of Education Non-Regulatory Guidance – Appendix D – District-Wide Parental Involvement Policy

Adopted: 12 January 2006  
Revised: 07 January 2016