

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

2415.04. TITLE I – DISTRICT-WIDE PARENTAL INVOLVEMENT (M)**M****[See POLICY ALERT Nos. 167, 173 and 191]****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 district 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 alternative 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 reserved 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 pupils shall be invited and encouraged to attend, to inform parents of their school's participation and requirements of this policy, and the right of the parents to be involved.

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- b. Provide parents of participating pupils a copy of the district's Parental Involvement Policy, which will also be posted on the district website.
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. Keep parents informed of academic status of all students via the district website, parent/teacher contacts, progress reports and report cards.
  - b. If requested by parents, provide 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 budget appropriate funds for reasonable parent involvement activities.
  - b. .
4. The school district will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: (Insert programs, such as: 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. Parents of preschoolers receive information about the district and opportunities to participate in articulation meetings through Child Find.
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 disabled, 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.

(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play):

- a. The district will conduct an annual evaluation via a parent survey that will be sent to parents in the spring of each year and used at the annual meeting.
- b. The parent will have an active role by participating in the survey.
- c. Results from the survey will be tabulated, reviewed and shared with parents, administration and staff.

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:

1. 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:
  - New Jersey's academic content standards;
  - New Jersey's pupil academic achievement standards;
  - The New Jersey and local academic assessments including alternate assessments;
  - The requirements of Part A;
  - How to monitor their child's progress; and
  - How to work with educators.

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(List activities, such as workshops, conferences, classes, both in-State and out-of-State, including any equipment or other materials that may be necessary to ensure success.)

- a. Parent/teacher conferences are convened throughout the year.
  - b. Information on standards and assessments are shared at parent/teacher conferences.
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, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
- a. Offering parents email addresses and phone extension numbers to all professional staff.
  - b. Offering parents information about available parent workshops to enhance at home skill building in reading and math concepts.
  - c. Offering information to all parents through the district website.
  - d. Providing all students with a student handbook.
  - e. Parents are able to visit their child's classroom whenever arrangements are made with teachers and/or administrators. This allows parents to gain a better understanding of the academic setting and ongoing requirements.
3. 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:
- a. Presenting and discussing information to/with teachers at the start of each school year (or as needed).
  - b. Teachers and parents are encouraged to confer with one another at least two times during the school year, building ties and collaborative efforts for the success of the students.
  - c. Parents are invited to a variety of meetings that involve their child's academic progress to allow them to be a part of the decision making process for their child.

- 4. 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. Milford Borough School District has one preschool program which implements the state approved preschool curriculum.
  - b. It is designed to incorporate parental involvement.
  - c. This program provides for academic, social and emotional student achievement.
  
- 5. 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:
  - a. All information is provided to parents either through the US mail or when the information is sent home with students through the district newsletter.
  - b. Information is also posted on our district website and much information is also posted on the district calendar.
  - c. Face to face and telephone meetings with parents are encouraged.

**[Optional – to be included if the district provides any discretionary activities-select the applicable activities below**

**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 children’s academic achievement:

- \_\_\_ Involving parents in the development of training for teachers, Principals, and other educators to improve the effectiveness of that training;

- \_\_\_ 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;
- \_\_\_ 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;
- \_\_\_ Training parents to enhance the involvement of other parents;
- \_\_\_ In order to maximize parental involvement and participation in their children’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;
- \_\_\_ Adopting and implementing model approaches to improving parental involvement;
- \_\_\_ Establishing a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- \_\_\_ Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- \_\_\_ Providing other reasonable support for parental involvement activities under Section 1118 as parents may request.
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**ADOPTION**

This District-Wide Parental Involvement Policy has been developed jointly, and agreed on with parents of children participating in 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

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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: