



## **Parent Involvement Governance Council Policy #2009.2**

### **PARENT INVOLVEMENT POLICY**

The Governance Council recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Director or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The Director or designee shall regularly evaluate and report to the Governance Council on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

Each year the Director or designee shall identify specific objectives of the school's parent involvement program, as required, to receive Title I funding. The Director shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program.

The Director or designee shall ensure that the school's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the school will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Director or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20USC 6318)

#### **School Strategies for Title I Schools**

To ensure that parents/guardians of students participating in Title I programs are provided with opportunities to be involved in their children's education, the Director or designee shall:

1. Involve parents/guardians of participating students in the joint development of the Title I single school plan (SSP) pursuant to 20 USC 6312 and the process

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of school review and improvement pursuant to 20 USC 6316 (20 USC 6318)

The Director or designee may:

- a) Establish a committee including parent/guardian representatives to review and comment on the SSP plan in accordance with the review schedule established by the Governance Council.
- b) Communicate with parents/guardians through the school newsletter, web site, or other methods regarding the SSP plan and the opportunity to provide input.
- c) Provide copies of working drafts of the SSP plan to parents/guardians in an understandable and uniform format and, to the extent practicable.
- d) Ensure that there is an opportunity at a public Governance Council meeting for public comment on the SSP plan prior to the Board's approval of the plan or revisions to the plan.
- e) Ensure that school-level policies and procedures on parent involvement address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans.

2. Provide coordination, technical assistance, and other support necessary to assist the school in planning and implementing effective parent involvement activities to improve student academic achievement and school performance (20 USC 6318).

The Director or designee may:

- a) Provide training to school staff regarding Title I requirements for parent involvement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of parent involvement activities
- b) Provide workshops to assist school staff and parents/guardians in planning and implementing improvement strategies, and seek input from parents/guardians in developing the workshops.
- c) Provide information to staff and parents/guardians about the indicators and assessment tools that will be used to monitor progress.

3. Build the capacity of schools and parents/guardians for strong parent involvement (20 USC 6318).

The Director or designee shall:

- a) Assist parents/guardians in understanding such topics as the state's academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children
- b) Provide materials and training to help parents/guardians work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent involvement.

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- c) Educate teachers and other staff, with the assistance of parents/guardians, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the school.
- d) To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities that encourage and support parents/guardians in more fully participating in their children's education.
- e) Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand.
- f) Provide other such reasonable support for parent involvement activities as parents/guardians may request.
- g) Inform parents/guardians of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students.

4. Coordinate and integrate Title I parent involvement strategies with sites and programs offered by the school.

5. Conduct, with involvement of parents/guardians, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the school as it is served by Title I (20 USC 6318)

The Director or designee shall:

- a) Ensure that the evaluation include the identification of barriers to greater participation in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background (20 USC 6318).
- b) Use the evaluation results to design strategies for more effective parent involvement and, if necessary, to recommend changes in the parent involvement policy (20 USC 6318).
- c) Assess the school's progress in meeting annual objectives for the parent involvement program, notify parents/guardians of this review and assessment through regular school communications mechanisms, and provide a copy to parents/guardians upon their request (Education Code 11503).
- d) Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents/guardians and staff with the quality and frequency of school communications.
- e) Gather and monitor data regarding the number of parents/guardians participating in school activities and the types of activities in which they are engaged.
- f) Recommend to the Governance Council measures to evaluate the impact of the district's parent involvement efforts on student achievement.

6. Involve parents/guardians in the activities of schools served by Title I (20 USC 6318)  
The Director or designee may:

- a) Include information about school activities in school communications to parents/guardians.
- b) To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents/guardians with special needs.
- c) Establish processes to encourage parent/guardian input regarding their expectations and concerns for their children.

The district's Board policy and administrative regulation containing parent involvement strategies shall be incorporated into the SSP plan and distributed to parents/guardians of students participating in Title I programs. (20 USC 6318)

GECS Policies with regard to Title I

The school will: (20 USC 6318)

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved.
2. Offer a flexible number of meetings, such as meetings in the morning or evening, and meetings at different school sites.
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy and, if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314  
The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.
4. Provide the parents/guardians of participating students all of the following:
  - a) Timely information about Title I programs
  - b) A description and explanation of the school's curriculum choices, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
  - c) If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians.
6. Jointly develop with the parents/guardians of participating students a school-parent

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compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

This compact shall address:

- a) The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards
- b) Ways in which parents/guardians will be responsible for supporting their children's learning.
- c) The importance of communication between teachers and parents/guardians on an ongoing basis.

7. Build the capacity of the school and parents/guardians for strong parent involvement by implementing the activities described in items #3a-f in the section "School Strategies for Title I Schools" above.

8. To the extent practicable, provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migrant children, including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand.

The school's parent involvement policy shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

The school, while receiving Title I funds shall annually evaluate the effectiveness of its parent involvement policy. Such evaluation may be conducted during the process of reviewing the school's single plan for student achievement in accordance with Education Code 64001.

The Director or designee, jointly with parents/guardians of participating students, shall periodically update the school's policy to meet the changing needs of parents/guardians and the school. (20 USC 6318)