

## School Board of Alachua County Bylaws & Policies

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### **2261.01 - PARENT PARTICIPATION IN TITLE I PROGRAMS**

In accordance with the requirement of Section 1118 of Title I, programs supported by Title I funds shall be designed and implemented in consultation with parents of the students being served.

The Superintendent shall ensure that each school's Title I plan contains a written statement of procedures which has been developed with, approved by, and distributed to parents of participating students.

The District will put into operation programs, activities, and procedures for the involvement of parents in all of its schools and include, as a component, a school-parent compact consistent with Section 1118(d) of the Elementary and Secondary Education Act (ESEA).

- A. The District will incorporate this policy into its Local Educational Agency (LEA) plan developed under Section 1112 of the ESEA.  
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- B. To the extent practical, the District will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children. The District will provide 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.  
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- C. If the District's plan is not satisfactory to the parents of participating children, the District will submit any parent comments with the plan when the District submits the plan to the State Department of Education.  
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- D. The District will involve the parents of children served in Title I, Part A schools in decisions about how the one percent (1%) of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than ninety-five percent (95%) of the one percent (1%) reserved goes directly to the schools.  
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- E. The District will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:  
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Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

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1. that parents play an integral role in assisting their child's learning;  
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2. that parents are encouraged to be actively involved in their child's education at school;  
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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  
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4. for the carrying out of other activities, such as those described in Section 1118 of the ESEA.  
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- F. The District will inform parents and parental organizations of the purpose and existence of the Early Intervention Services at the Family Resource Center.  
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## **Required Parental Involvement Components**

- A. The District will involve parents in the joint development of its District wide parental involvement plan under Section 1112 of the ESEA *by*:
1. inviting Title I parents to develop and revise policy with the Title I District Teacher on Special Assignment, Title I Staff, Parents, School Parent Involvement Contacts, and Home School Liaisons;
  2. convening this meeting during the spring of each school year prior to the Title I application due date; and
  3. revising and reviewing the Parent Involvement Policy at the District Parent Involvement Committee Meeting, which convenes in the fall and spring of each school year.
- B. The District will involve parents in the process of school review and improvement under Section 1116 of the ESEA *by*:
1. inviting Title I parents to be part of each school improvement committee with the given task of developing Title I School Plans and parent involvement procedures; and
  2. convening annual school meetings at the start of the school year to inform parents of their school's participation in the development of the Parent Involvement Plan and their right to be involved.

C. 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 student academic achievement and school performance:

1. conducting ongoing site visits;
2. providing materials and training not otherwise available to help parents with their child's achievement;
3. enhancing the awareness of teachers, student services personnel, principals, and staff on how to reach out to, communicate with, and work with parents as equal partners;
4. ensuring, to the extent possible, that information is sent home in a language and form parents can understand;
5. arranging for in-home conferences;
6. providing information on literacy training available in the community; and
7. informing schools, parents and parent organizations of the purpose and existence of the Florida Parent Information and Resource Center(s). (PIRC)

D. The District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies from other programs by:

1. inviting the Title I Lead Teachers, Title I School Parent Contacts, Title I Home/School Liaisons, District VPK, District Directors, and Teacher Specialists, to participate in fall and spring workshops;
2. conducting the meeting with the Title I Teacher on Special Assignment for Parent Involvement;
3. reviewing the Parent Involvement Policy;
4. gathering parent input;
5. creating focus groups for sharing;
6. suggesting training topics;
7. coordinating events and resources; and
8. distributing a District Parent Guide that may also be found on the SBAC website, which includes 21<sup>st</sup> Century, Exceptional Student Ed,

Safe and Drug Free Schools, Voluntary Pre-K, and Reading First.

- E. The District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this 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 District will use the findings of the evaluation to design strategies for more effective parental involvement and to revise, if necessary (and with the involvement of parents) this policy.

1. Conduct a District annual Parent Activity Evaluation report from each Title I school which is compiled and reviewed at the District Title I Office in the spring of each year.
2. Assist in the development and growth of parent groups at each school.
3. Provide copies of Parents' Rights and information on the Florida PIRCs. (Parent Information and Resource Centers)
4. Distribute this policy along with the school's Parent Involvement Plan and the School Compact.
5. Document in the needs assessment section of each School Improvement Plan, the results of the parent surveys.

The District will use the findings from the meetings and surveys to:

1. make recommendations to each participating school for parent involvement planned revisions;
2. provide suggestions for designing school improvement plans, as they relate to parent involvement.

Parents from Title I schools participate in the creation of Parent

Involvement Plans and the School Improvement Plans.

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

1. The District will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the District or school, as appropriate, in understanding topics such as the following:

- a. the State's academic content standards;
- b. the State's student academic achievement standards;
- c. the State 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.

The District provides assistance, funding, and materials for parents at schools in the areas of:

- a. Sunshine State Standards workshops;
- b. FCAT scoring and data meetings and workshops;
- c. reading, math, and writing workshops;
- d. consultants;
- e. FCAT Explorer Technology; and
- f. Parents' Rights Informational Packets.

2. The 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 providing funding for materials and training to help parents work with their children in programs such as:
  - a. Accelerated Reader
  - b. Waterford
  - c. Leap Frog
  - d. Great Leaps
  - e. FCAT Explorer
  - f. MacMillan & Harcourt Interventions and Resources
  - g. FCAT/Benchmark Workshops
  - h. Parent Workshops on State Standards in Reading, Math, and Writing
  - i. Parent Newsletters from The Parent Institute distributed monthly during the school year
  
3. The District will, with the assistance of its schools and parents, educate its teachers, student 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, through:
  - a. Title I District Parent Involvement Inservices for Parent Involvement Contacts from each school in fall & spring;
  - b. Title I Lead Teacher Inservices in the fall & spring;
  - c. SAC Committees;

- d. School Improvement Committees; and
  - e. Principal and District Staff meetings.
4. The District will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, and the school site parent resources that encourage and support parents in more fully participating in the education of their children, by coordinating with District Family Services, District Staff, and District Early Intervention Services.
- a. Planning in the fall includes collaboration with and coordination in the areas of readiness, parenting and transition programs throughout the year for Head Start.
5. The 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 requests, and, to the extent practicable, in a language the parents can understand:
- a. The District will contract with the Via Language Company to provide school-related documents, to the extent possible, for parents in a language and form they can understand.
  - b. The District will provide translation of documents.
  - c. The District supports the Title I ESOL Center Schools throughout the county.

## **Discretionary Parental Involvement Components**

The District will:

- A. involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;  
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- B. provide necessary literacy training for parents from Title I, Part A funds, if the District has exhausted all other reasonably available sources of funding for that training;  
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- C. pay 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;  
</li>- D. train parents to enhance the involvement of other parents;  
</li>- E. arrange school meetings at a variety of times or conduct in-home conferences between teachers or other educators who work directly with participating children and parents who are unable to attend those conferences at school in order to maximize parental involvement and participation in their children's education;  
</li>- F. adopt and implement model approaches to improve parental involvement;  
</li>- G. establish a Districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;  
</li>- H. develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and  
</li>- I. provide other reasonable support for parental involvement activities under Section 1118, as parents may request.  
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## **Adoption**

This policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by sign-in sheets, agendas, and written comments and evaluations. It is revised and updated on a yearly basis.

The District will distribute this policy to all parents of participating Title I, Part A children.

20 U.S.C. 6318 et seq., Elementary and Secondary Education Act of 1965