

## Essex County Vocational Technical Schools TITLE I School Parental Involvement Policy 2017-2018

Title I regulations require that each school served under Title I jointly develop with and distribute to parents of participating children, a written involvement policy agreed on by the parents that describes the requirements of SEC. 1118. PARENTAL INVOLVEMENT (c) through (f) as listed below and outlined in the Title I law:

**C. POLICY INVOLVEMENT-** Each school served under this part shall —

(1) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

*(A) Annual Parent Meeting held September of each School year.*

*(B) Schools will host this event by inviting and encouraging parents and students to attend.*

*(C) Parents and Students will have an opportunity to tour the school and visit individual classrooms by following their children schedules.*

(2) Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

*(A) Monthly PTA/PTSA meeting are held once a month as permit.*

*(B) Calendars will be created and flexible to accommodate parents and students by scheduling meetings at a time where everyone can attend.*

*(C) Individual Parent's/Teacher's conferences at the request of the parent or teacher to discuss students' progress.*

(3) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy;

*(A) Parental Involvement Committee a representative from each school in the district will be involved in ongoing planning, review and implementing Schools Parental Involvement Policy.*

*(B) Communicating with parents to take place at the time of implementation of the Parental Involvement Policy, to provide parents with opportunity to be involved in relevant and agreed upon activities.*

*(C) Collaboration between the parents and district to ensure that Section 1118 (a) (2) is implemented in the Parental Involvement Policy and School Compact.*

(4) provide parents of participating children —

(A) timely information about programs under this part;

(B) 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; and

(C) 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 respond to any such suggestions as soon as practicably possible;

*(A) That parents play an integral role in assisting their child's learning;*

*(B) That parents are encouraged to be actively involved in their child's education at school;*

*(C) 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;*

*(D) Parent will be provide with the necessary information as it relates to students assessments, grades, progress through individual meetings with teachers and other related services as need according to the Title 1 Section 1118 of ESEA*

*(E) The carrying out of other activities, such as those described in section 1118 of the ESEA.*

(5) if the school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

(A) Parents will be provided with an opportunity to review the Title 1 Parental Involvement Policy in order to ensure that information is satisfactory.

(B) Parents will be given the opportunity to submitted any comments to the school administration or designee,

(C) Parents can also submit a comment through the District Parent Advisory Council (DPAC).

(D) Comments or concern can also be address through building administrators or designee.

**D. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT-** As a component of the school-level parental involvement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

(A) Annual Parent Meeting District Wide

(B) PTA Meetings

(C) Parental Involvement Workshop/ESL Materials Available

(D) Educational materials, books, brochures, along with other parent resources.

(E) Conferences ( Parent/Teachers)

(F) Personal contact by phone, letters, and email.

(G) Technology Training (Power School)

(H) District Wide Parental Advisory Council

(I) Common Core State Standards Initiative

(J) LEA Parents Need Assessments Workshop

**E. BUILDING CAPACITY FOR INVOLVEMENT-** To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part —

- (1) Shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;
  - (A) The State's academic content standards,
  - (B) The State and local academic assessments including alternate assessments in order to improve students' academic achievement and state standards requirements.
  - (C) Parents will understand the requirements in how their child's progress is monitored.
  - (D) Parents will receive support and partnership from the school in order to improve and understand how students' achievement will be measured.
  
- (2) Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;
  - (A) *Power School Parent Portal Training*
  - (B) *Common Core Content Standards (Power Point with Handouts)*
  - (C) *LEA Assessments (ESL Materials-Translator)*
  - (D) *Parent Materials English/Spanish*
  - (E) *One to One Parent/Teachers Conference*
  - (F) *Classroom Visitations*
  - (G) *Academic Requirements for the use of Technology*
  - (H) *Grade level meetings*
  - (I) *Technology Training*
  - (J) *PARCC Assessment (Power Point with Handouts)*
  
- (3) Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;
  - (A) *The school and parents of participating students jointly develop school-parent compact, which defines the shared responsibility of improving student's academic success.*
  - (B) *Parents are notified at the beginning of the year of their right to know the qualifications of their child's teachers and paraprofessionals.*
  - (C) *Parents of limited English proficient children placed in a language instruction educational program must be notified no later than 30 days after the start of the school year, of reason for child's placement and the child's level of proficiency.*
  - (D) *The school will provide information that builds ties between parents and school through the Annual Parent Meeting, Monthly PTA/PTSA meeting, and DPAC meetings.*

- (4) Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the 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 more fully participating in the education of their children;
  - (A) *Annual Parent Conference*
  - (B) *District Wide Parent Advisory Council (DPAC)*
  - (C) *PTA Monthly Meetings*
  - (D) *District Wide School Fair*
  - (E) *PTA Monthly Calendar (hand out & school website)*
  - (F) *School Calendar (hand out & school website)*
  - (G) *Grade level meeting individual Programs*
  - (H) *Power School Parent Portal*
  - (I) *School Website*
- (5) 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;
  - (A) *Annual Parent Conference*
  - (B) *District Wide Parent Advisory Council (DPAC)*
  - (C) *PTA Monthly Meetings*
  - (D) *District Wide School Fair*
  - (E) *PTA Monthly Calendar (hand out & school website)*
  - (F) *School Calendar (hand out & school website)*
  - (G) *Grade level meeting individual Programs*
  - (H) *Power School Parent Portal*
  - (I) *School Website*
- (6) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
- (7) May provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- (8) 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;
- (9) May train parents to enhance the involvement of other parents;
- (10) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- (11) May adopt and implement model approaches to improving parental involvement;

- (12) May establish a district wide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;
- (13) May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and
- (14) Shall provide such other reasonable support for parental involvement activities under this section as parents may request.
  - (A) involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
  - (B) 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;
  - (C) 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;
  - (D) training parents to enhance the involvement of other parents;
  - (E) 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;
  - (F) adopting and implementing model approaches to improving parental involvement;
  - (G) establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
  - (H) developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
  - (I) providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

**F. ACCESSIBILITY**— In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

- (A) Parents, Teachers, Students, District Parent Coordinator, ESL Supervisor, and Administrator along with a community member will serve on a District Wide Parent Advisory Council (DPAC).*
- (B) The District Parent Coordinator will facilitate the selections of all parents and community members who will serve on the DPAC.*

- (C) The DPAC will review all necessary materials as it relates to parents who are economically disadvantaged, disabled, limited English proficiency or any other ethnicities.*
- (D) The one committee member will be chosen from each school PTA Executive Board to serve for a period of one school year.*
- (E) The committee member of PTA and selected school representative will be responsible for assuring that all parents activities meets the requirement of Title 1, Part A schools.*
- (F) The District Parent Advisory Council (DPAC) will evaluate all materials in assuring that all parental involvement materials represent all parents and students.*
- (G) District Parent Coordinator will ensure that all activities and parental involvement polices are implemented and parents are a part of all and any planning stages of involvement.*
- (H) The Parents role on this committee will serve in the capacity of a liaison between the DPAC committee to ensure that information on parental involvement policies and parental involvement activities are implemented.*
- (I) The District Parent Advisory Council (DPAC) will meet twice a year.*