

TITLE I PARENT INVOLVEMENT POLICY

HILLDALE PUBLICSCHOOLS



TITLE I PARENT INVOLVEMENT

The Hilldale Board of Education endorses the parent involvement goals of Title I and encourages the regular participation by parents of Title I eligible children in all aspects of the program. The education of children is viewed as a cooperative effort among the parents, school, and community. In this policy, the word "parent" also includes guardians and other family members involved in supervising the child's education.

Pursuant to federal law, the district will develop jointly with, agree on with, and distribute to parents of children participating in the Title I program a written parent involvement policy.

A meeting of the parents of participating Title I students will be held annually to explain the goals and purposes of the Title I program.

Parents will be given the opportunity to participate in the design, development, operation, and evaluation of the program for the next school year and to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs. Parents will be encouraged to attend the meeting and to become involved.

In addition to the required annual meeting, at least three (3) additional parent meetings shall be held, at various times of the day and/or evenings, for parents of children participating in the Title I program. Notices will be sent to the parents and articles will appear in the local newspaper advising parents and interested persons of the meetings. These meetings shall be used to provide parents with:

Information about programs provided under Title I;

1. A description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
2. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
3. The opportunity to bring parent comments, if they are dissatisfied with the school's Title I program, to the district level.
4. Title I funding, if sufficient, may be used to facilitate parent attendance at meetings through payment of transportation and childcare costs.

The parents of children identified to participate in Title I programs shall receive from the school principal and Title I staff an explanation of the reasons supporting each child's selection for the program, a set of objectives to be addressed, and a description of the services to be provided. Parents will be advised of their children's progress on a regular basis. Opportunities will be provided for the parents to meet with the classroom and Title I teachers to discuss their children's progress. Parents will also receive information and training that will assist them in helping their children at home and at school.

Each school in the district receiving Title I funds shall jointly develop with parents of children served in the program a "School-Parent Compact" outlining the manner in which parents, school staff and students share the responsibility for improved student academic achievement in meeting state standards. The compact shall:

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment enabling children in the Title I program to meet the state's academic achievement standards;
2. Indicate the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, monitoring television watching, volunteering in the class room, and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time; and
3. Address the importance of parent-teacher communication on an on-going basis, with at a minimum, parent- teacher conferences, frequent reports to parents, and reasonable access to staff.

**REFERENCE: P. L. 103-382, Improving America's Schools Act
P. L. 107-110, No Child Left Behind Act of 2001**

NOTE: Districts with more than one school participating in a title I program may wish to consider the establishment of a district-wide parent advisory council.

It is the policy of Hilldale Public School District's Title I program to encourage active participation of parents and those in the role of parents as required in Title I, Part A, Section 1118. This policy includes a commitment to guide/reinforce/increase parent involvement by building a strong partnership emphasizing the shared responsibilities among students, parents, and faculty. To accomplish this goal, our schools involve parents in the development of the Local Education Agency (LEA) policy and the process of school review and improvement through the following types of involvement activities. This will be achieved through the following types of involvement activities:

- Parental involvement group meetings
- Parent surveys
- Consultation

- Frequently scheduled parent meeting
- Conferences

Parents may request information regarding the professional qualifications of their teacher(s).

Objective 1: The LEA will foster effective parental involvement strategies and support partnerships among schools, parents, and the community to improve student achievement.

Strategies for reaching objective:

1. Develop and disseminate district parental involvement policy.
 - Back- to-School Night
 - Parent/Teacher Conferences
2. Conduct an annual meeting to review and update the effectiveness of the Parent Involvement Policy.
3. Reserve a minimum of 1% of the Title I, Part A allocation for parent involvement
4. Collaboration with other parental involvement programs such as Community Ed Summer Reading and Math Program and Family Outreach. Establish building level support group facilitated by building Title I teacher.
5. Establish parental involvement contact person at each of the Title I, Part A schools.
6. Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand.
7. Ensure Homeless students have access to Title I services if they qualify and use Homeless set aside money to support them.

Objective 2: The district will provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement.

Strategies for reaching objective:

1. District Parent Involvement policy is disseminated to all Title I teachers to guide the development of Building Parent Involvement policies.
2. During building Title I Back-to-School Nights, inform parents of their school's participation in the development of the parental involvement policy and their right to be involved.
3. During building Title I Back-to-School Nights, inform parents of the Parent Advisory Council (PAC) and encourage parents to participate in the PAC at the district and/or building levels.
4. Monitor each Title I, Part A school to ensure that each school performs the following tasks:
 - Develops a parental involvement policy.

- Offers flexible meeting times.
 - Provides information to parents about the school's program, including parent information guides.
5. Provide a copy of the School Parent Involvement Policy for each parent. Encourage parents to provide feedback.
 6. Provide materials for training to assist parents in supporting their child's academic achievement.
 7. Provide newsletters and activities to keep parents updated on current parent/student involvement practices.
 8. Encourage parents to visit/volunteer in the classroom.
 9. Encourage parent participation in scheduling parent meetings/activities at various times throughout the day/evening.

Objective 3: The district will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater parent participation.

Strategies for reaching objective:

1. Develop procedures to document parent participation through sign-in lists for workshops, meetings, and conferences; workshop schedules and brochures; meeting notes; and other means as appropriate throughout the school year.
2. Benchmarking assessments and Title I eligibility criteria are shared with parents at the district and building PAC meetings and goal setting conferences. Parent input is recorded in PAC meeting notes. Title I staff includes parent input when making decisions about how to best meet the needs of Title I students and their families.
3. Involve parents through an annual survey to improve school effectiveness.
4. Use findings from evaluation process to:
 - Make recommendations to each participating school for parental involvement policy revisions.
 - Provide suggestions for designing school improvement policies, as they relate to parental involvement.
5. Develop and disseminate an annual parent activity evaluation report to share with parents, staff, and the community. Summary of the results of the parent survey is posted on district Title I and building Title I web pages.

Site Plans

Hilldale Elementary

Hilldale Middle School



Hilldale Elementary & Middle School

Hilldale Public Schools agrees to implement the following statutory requirements:

- Hilldale Elementary & Middle School will jointly develop with parents and distribute to parents of participating children, a Parental Involvement Policy that the school and parents of participating children agree upon.
- Hilldale Elementary & Middle School will notify parents about the Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- Hilldale Elementary & Middle School will make the Parental Involvement Policy available to the local community.
- Hilldale Elementary & Middle School will periodically update the Parental Involvement Policy to meet the changing needs of parents and the school.
- Hilldale Elementary & Middle School will adopt the school-parent compact as a component of its Parental Involvement Policy.
- Hilldale Elementary & Middle School agrees to be governed by the following statutory definition of parental involvement, and 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 student academic learning and other school activities, including ensuring-

- Parents play an integral role in assisting their child's learning;
- Parents are encouraged to be actively involved in their child's education at school;
- 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;
- The carrying out of other activities, such as those described in section 1118 of the ESEA.

Hilldale Elementary School & Middle School will implement required school parental involvement policy components as follows:

1. Hilldale Elementary & Middle School will take the following actions to involve parents in the joint development and joint agreement of its Parental Involvement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

Gather and disseminate to parents for review the following materials: District wide Parental Involvement Policy, the School's Parental Involvement Policy, the school-parent compact, and Parent Notices from the Table on page 45 of the Title I, Part A Non-Regulatory Guidance. These materials will be disseminated to parents at regular Title I parent meetings, School Site Council meetings, and parent/teacher conferences. Written and oral input from parents will be solicited through Title I parent meetings, School Site Council meetings, parent/teacher conferences, school newsletters, school web site, and other regular written communications with parents .

2. Hilldale Elementary & Middle School will take the following actions to distribute to parents of participating children and the local community the Parental Involvement Policy:

- The School Parental Involvement Policy will be distributed to parents at Title I parent meetings.
- The policy will be posted on the school web site.
- Parents of new participating students will receive the policy upon registration if eligible for Title I.

3. Hilldale Elementary & Middle School will convene an annual meeting to inform parents of the following:

- That Hilldale Elementary & Middle School participates in Title I,
- The requirements of Title I
- Of their rights to be involved as outlined in Table B of Title I, Part A Parental Involvement Non-Regulatory Guidance (page 45), Section 1118; the school-parent compact, Appendix C, page 51 of the Title I, Part A Parental Involvement Non-Regulatory Guidance, the district wide parental involvement policy, and the school's parental involvement policy and
- Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through school memos, newsletters, the web page, and the automated phone system.

Hilldale Elementary & Middle School will provide information about Title I programs to parents of participating children in a timely manner through memos, newsletters, and the web page.

Hilldale Elementary & Middle School will provide parents of participating children with 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 through:

*The annual Title I parent meeting regular parent/teacher conferences
Title I meetings and Family Nights throughout the year*

- If requested by parents, Hilldale Elementary School will provide parents of participating children 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:

Through meetings with the student's teacher which may include the Title I Director, the principal, and other staff as appropriate

- Hilldale Elementary & Middle School will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:

Parents may submit comments in writing regarding the school wide plan to their child's teacher, the Title I Coordinator, the principal, or the appropriate department within Travis Unified School District.

RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Hilldale Elementary & Middle School 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 between the school, parents, and the community to improve student academic achievement through the following activities described below:
 - Parent training
 - Family Nights
 - Parental access to the Teacher/Parent Resource library and other resources such as web sites, parent organizations, etc.
 - Parent Partnership

2. The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

The school-parent compact will be a part of the School Parental Involvement Policy on the school's web page.

During regular parent/teacher /student conferences, the school-parent compact will be completed and signed by the teacher, the parent(s), and the student.

3. The school will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:

- the State's academic standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Title I,
- how to monitor their child's progress, and
- how to work with educators:

4. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster parental involvement, by:

5. The school will, with the assistance of the district and parents, educate its teachers, 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:

Encouraging staff to attend parental involvement workshops and conferences, web-based learning, and site staff development.

6. The school will, to the extent feasible and appropriate, 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 :

Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent request is fulfilled.