

Title I District Parental Involvement Policy

PART I. **DISTRICT EXPECTATIONS** [Section 1118(a) (2), ESEA.]

The **Lopatcong Township School District** agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I programs. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The school district will work with its schools to ensure that the required school-level parental involvement policies meet the Title I requirements, and include, as a component, a school-parent compact.
- The school district will incorporate the district-wide parental involvement policy into its district plan.
- In carrying out the Title I parental involvement requirements, to the extent practicable, the school district and its schools will 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 in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the district plan for Title I 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 Department of Public Instruction.
- The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I allocations greater than \$500,000.)
- The school districts 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:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –

- (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) the carrying out of other activities, such as those described in section 1118 of the ESEA.*
- The school district will inform parents and parental organizations of the purpose and existence of the Parent Information Resource Center that is located in the school libraries

PART II. DISTRICT PARENTAL INVOLVEMENT POLICY REQUIRED COMPONENTS

1. The **Lopatcong Township School District** will take the following actions to involve parents in the joint development of its district parental involvement plan:
 - 1) Schedule quarterly meetings with the Title I Parent Advisory Group.
 - 2) Schedule a fall and spring meeting with parents of students eligible for Title I services to review policies and programs.
 - 3) Provide opportunities through bi annual surveys to solicit parent opinion and address concerns.
 - 4) Develop and maintain a web page for parents to inform them of current services and program progress.

2. The **Lopatcong Elementary School** will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
 - 1) Schedule parent training sessions to articulate Reading and Language Arts Programs.
 - 2) Provide information and training on the purpose and services available through the Intervention and Referral Services program.
 - 3) Develop and maintain a calendar to announce meetings and training opportunities.
 - 4) Schedule articulation sessions with regard to the understanding and interpretation of school and standardized assessment data and reports.

3. The **Lopatcong Middle School** will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
 - 1) Organize and schedule parent technology training opportunities.
 - 2) Continue to schedule transition meetings for Grades 4 and 8.
 - 3) Provide information and training on the purpose and services available through the Intervention and Referral Services program.
 - 4) Develop and maintain a calendar to announce meetings and training opportunities.
 - 5) Schedule articulation sessions with regard to the understanding and interpretation of school and standardized assessment data and reports

4. The **Lopatcong Township School District** will build the schools' and parents' 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 student academic achievement, through the following activities specifically described below:

- A. The school district will, with the assistance of its Title I 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 in this paragraph - -
- the state’s academic content standards,
 - the state’s student academic achievement 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
 - review the entrance and exit criteria for Title I program and services
 - review how to interpret assessment data and reports
- B. The school district will, with the assistance of its Title I 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:
- Schedule parent training sessions.
 - Develop a parent resource center in the library in each building.
 - Prepare and disseminate brochures that outline the types of services and programs available through Title I.
 - Orient the staff to post homework help links on their web pages.
- C. The school district will, with the assistance of its Title I 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:
- 1) Train parents to assist other parents in accessing and using resources available at each building
 - 2) Train staff in interactive teaching, video and pod casting and assistive technology.
- D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Response to Intervention, 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, by:
- 1) Identify staff members to assist in keeping the parent resources updated.
 - 2) Include parents where possible in staff training opportunities.

- E. The school district will take the following actions to ensure that Title I 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:
- 1) Regular report to be posted in the PTA newsletter.
 - 2) Hard copies of the report available at the main office and resource center in the library.
 - 3) Maintain and keep the web site current with calendar updates and minutes of the meetings.
5. The **Lopatcong Township School District** will coordinate and integrate parental involvement strategies under Title I with parental involvement strategies under the following other programs: Reading Recovery (ES) , Response to Intervention Program , and Intervention and Referral Services.
6. The **Lopatcong Township 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 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.
7. The **Lopatcong Township School District** will take the following actions to involve parents in the process of school review and improvement:
- 1) Annually survey the parents to assess the effectiveness of program activities and to solicit input for training needs.
 - 2) Written evaluation at each training session to assess effectiveness.

PART III. DISCRETIONARY DISTRICT PARENTAL INVOLVEMENT POLICY COMPONENTS

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide 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.
- Train parents to enhance the involvement of other parents.
- In order to maximize parental involvement and participation in their children’s education, arrange school meetings at a variety of times
- Adopt and implement model approaches to improving parental involvement.
- Establish a district parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Provide other reasonable support for parental involvement activities under section 1118 as parents may request.

PART IV. ADOPTION

This District Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by three Title I Advisory Committee meetings that were scheduled:

August 7, 2008

December 17, 2008

April 27, 2009

This policy was adopted by the **Lopatcong Township School District Board of Education** on August 18, 2009 and will be in effect for the period of September 1, 2009-June 30, 2012. The school district will distribute this policy to all parents of participating Title I children on or before September 30 of each school year.

(Signature of Title I Authorized Representative)

(Date)

School-Parent Compact

The Lopatcong Township School District and the parents of the students participating in activities, services, and programs funded by Title I agree that this compact outlines how they will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during the 2009-2010 school year.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

The Lopatcong Elementary School will:

- 1) Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
 - Lopatcong Elementary School staff will work collaboratively in professional learning communities to achieve common goals that are linked to the purpose of impacting classroom practice and instruction which in turn will lead to better student achievement. The yearly professional development plan will outline the topics and measurable goals for the staff.*
- 2) Hold parent-teacher conferences (at least annually in elementary school) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, these conferences will be held:
 - November –during Parent Conference Week
 - By parent/teacher request during each subsequent marking period as needed
- 3) Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Progress monitoring
 - After any school wide assessment is completed in Reading , Writing and Mathematics
- 4) Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - During the teacher's regularly scheduled preparation period
 - Before school by appointment as scheduled by the IR&S team
- 5) Provide parents with opportunities to volunteer and participate in their child's class, and to observe activities, such as:
 - Scheduled classroom readings
 - Attendance at classroom plays and presentations
 - American Education Week visits
 - Resource Center –Title I
 - Assist in the library
 - By teacher request for special classroom projects

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

- Ensure that my child attends school regularly.
- Ensure that my child is on time to school.
- Provide guidance as homework is completed.
- Read with my child.
- Follow up with the teacher when classwork and or homework is not being completed or understood
- Attend parent training or information sessions when applicable

Parent/guardian

Date

Principal

Date

Teacher

Date

Academic Support Teacher

Date

School-Parent Compact

The Lopatcong Township School District and the parents of the students participating in activities, services, and programs funded by Title I agree that this compact outlines how they will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during the 2009-2010 school year.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

The Lopatcong Middle School will:

- 1) Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
Lopatcong Elementary School staff will work collaboratively in professional learning communities to achieve common goals that are linked to the purpose of impacting classroom practice and instruction which in turn will lead to better student achievement. The yearly professional development plan will outline the topics and measurable goals for the staff.
- 2) Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, these conferences will be held:
 - November –during Parent Conference Week
 - By parent/teacher request during each subsequent marking periods as needed.
- 3) Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Quarterly with the marking period report card.
 - Through the grade portal.
 - Progress monitoring
- 4) Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - During preparation and or team conferencing time
 - Before school starts by request and appointment
- 5) Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:
 - By grade level and content area, teachers will ask or invite parents to assist with specific projects.

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

- Ensure that my child attends school regularly.
- Ensure that my child is on time to school.
- Provide guidance as homework is completed.
- Check the agenda book and or teacher web site for homework assignments.
- Follow up with the teacher when class work and or homework are not being completed or understood.
- Attend parent training or information sessions when applicable.

Parent/guardian

Date

Principal

Date

Content Area Teacher

Date

Academic Support Teacher

Date