

Township of Union Title I District-School Parental Involvement Policy

December 2019

The Township of Union Schools 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, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, 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 State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A 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.
- The school 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:

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.*

**PART II DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT
REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT
POLICY COMPONENTS**

Hannah Caldwell Elementary School

Title I, Part A regulations require that each school served under Title I, Part A jointly develop with and distribute to parents of participating children, a written involvement policy agreed on by the parents that describes the requirements of the Elementary and Secondary Education Act (ESEA) section 1116. Parent and Family Engagement (c) through (f) as listed below:

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;

November 25, 2019- Hannah Caldwell Elementary School

Session 1: 9am- HCES Conference Room

Session 2: 6:30pm- Cafeteria

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 parent and family engagement;

Essential meetings will be offered in 2 sessions (AM and PM).

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 parent and family engagement policy;

- ❖ **Hannah Caldwell Elementary School invites parents to attend our Annual Parent Meeting to discuss the parental involvement policy, school-parent compact, and the parental involvement budget.**
- ❖ **An annual survey is distributed online and on paper that asks parents for feedback and suggestions on the plan and the use of funds for parental involvement.**
- ❖ **Parents can give feedback during several parent meetings and activities that take place throughout the duration of the program.**
- ❖ **Parental feedback is collected at all events, meetings, and through the annual survey in order to respond to parents' requests for additional support for parental involvement activities.**

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 achievement levels students are expected to meet regarding the challenging State academic standards; 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.
 - ❖ **Hannah Caldwell Elementary School will ensure that all information related to school and parent programs, meetings, and other activities is posted on the school website, the online calendar, and through flyers.**
 - ❖ **Information regarding the school's academic standards and assessments as well as ways that parents can monitor their child's progress and work with educators will be shared during Open House, Parent-Teacher Conferences, and through various forms of parent-teacher communication such as Class Dojo, Bloomz, and other related resources.**
 - ❖ **We will communicate with all families and the community on a regular basis regarding school wide events and activities, through phone messages, school website, and flyers.**
 - ❖ **We will work with our parents and listen to their feedback through surveys, PTA meetings, parent-teacher conferences, and other parent attended activities in order to develop relevant trainings and helpful professional development to educate our staff on the importance of parental involvement.**

5. If the Annual School Plan (schoolwide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency.

At the beginning of the school year, the plan is included in the student handbook that is provided to all students. Parents can also retrieve a copy of the plan in the school's main office. The plan is also posted on our school website for parents to view and submit feedback throughout the year. Parents also have the opportunity to provide feedback through an annual School Climate Survey. All parent feedback received during the year will be considered and used to revise the plan for the following school year.

D. Shared Responsibilities for High Student Academic Achievement-

As a component of the school-level parent and family engagement 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.

As part of this plan, Hannah Caldwell Elementary School and our families will develop a school-parent compact, which is an agreement that parents, teachers, and students will develop that explains how parents and teachers will work together to make sure all students reach grade-level standards. The compacts will be reviewed and updated annually based on feedback from parents, students, and teachers.

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 challenging State academic 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;

Hannah Caldwell will host the following events to build the capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement.

- ❖ **Annual Title I Meeting**
 - ❖ **PBL/Parent Nights (January & April): A celebration of student's work on various PBL activities and the recognition of parental involvement and the impact on school and student success**
 - ❖ **Family STEM/Robotics Night: An opportunity for parents to engage in various STEM and Robotics activities with their children.**
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 parent and family engagement;

Hannah Caldwell Elementary School will provide necessary materials and resources for parents at conferences, meetings, and activities to help parents work with their child to improve their child's achievement.

3. Shall educate teachers, pupil services personnel, principals, other school leaders, 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;

Hannah Caldwell Elementary School will work with our parents and listen to their feedback through surveys, PTA meetings, parent-teacher conferences, and other parent attended activities in order to develop relevant trainings and helpful professional development to educate our staff on the importance of parental involvement.

4. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head 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;
 - ❖ **Workshops will be offered at various times to accommodate parent schedules.**
 - ❖ **Parents are encouraged to communicate often with their child's teacher through various resources such as Class Dojo, Bloomz, Class Tag, and other parent-teacher communication resources.**
 - ❖ **Parents are encouraged to join the PTA, attend monthly meetings, and get involved with the planned activities throughout the school year.**
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;
 - ❖ **Hannah Caldwell Elementary School will ensure that all information related to school and parent programs, meetings, and other activities is posted on the school website, online calendar, phone messages, and flyers.**
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 parent and family engagement 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 parent and family engagement and participation;
11. May adopt and implement model approaches to improving parent and family engagement;
12. May establish a district wide parent advisory council to provide advice on all matters related to parent and family engagement in programs supported under this section;
13. May develop appropriate roles for community-based organizations and businesses in parent and family engagement activities; and
14. Shall provide such other reasonable support for parent and family engagement activities under this section as parents may request.

F. Accessibility -

In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of 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.

All students participating in the Title I, Part A program and their families, are encouraged and invited to fully participate in the opportunities described in this plan.

Hannah Caldwell

Elementary School will provide full opportunities for the participation of parents with limited

English proficiency, parents of children with disabilities, and parents of migratory children.

Information will be provided in multiple forms such as emails, school website, parent-teacher communication apps and websites, and flyers.

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ADOPTION

This District - Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Mr. Gregory Tatum, Superintendent of the Township of Union Schools.

This policy was adopted by the Township of Union Schools on 12/17/19 and will be in effect for the period of 12/18/19 – 11/30/20. The school district will distribute this policy to all parents of participating Title I, Part A children on or after December 18th, 2019.



(Signature of Authorized Official)

12-17-19

(Date)