

2415.04 TITLE I - PARENTAL INVOLVEMENT (M)

**M**

**GENERAL EXPECTATIONS**

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 school district's 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, including alternative formats upon request, and to the extent practicable, in a language parents understand.

If the school district's 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 New Jersey Department of Education.

In the event the school district is required to reserve and spend at least one percent of the district's Title I, Part A allocation, the school district will involve the parents of children served in Title I, Part A schools in decisions about how these funds will be spent and will ensure that not less than ninety-five 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 Title I schools in the district will carry out programs, activities, and procedures in accordance with this definition:



# POLICY

## PASSAIC COUNTY TECHNICAL INSTITUTE BOARD OF EDUCATION

PROGRAM

2415.04/Page 2 of 7

TITLE I - PARENTAL INVOLVEMENT (M)

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

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

In the event the State of New Jersey or the New Jersey Department of Education has a Parental Information and Resource Center, the school district will inform parents and parental organizations of its purpose and existence.

### DESCRIPTION OF HOW THE SCHOOL DISTRICT WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

Below is a description of how the district will implement or accomplish each of the following components outlined below (Section 1118(a)(2), ESEA):

1. The district will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under Section 1112 of the ESEA:
  - a. Parent Liaison recruits parents for NCLB and other committees by phone as well as at Freshman Orientation, PTSO meetings, Principal/Parent Meetings
  - b. Existing policies and Compact are reviewed as to current relevance and recommendations/input from attendees at Annual Title I Parents' Meeting are solicited at that time for future revisions



# POLICY

## PASSAIC COUNTY TECHNICAL INSTITUTE BOARD OF EDUCATION

PROGRAM

2415.04/Page 3 of 7

TITLE I - PARENTAL INVOLVEMENT (M)

2. The district will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
  - a. Schedule meetings as necessary and prepare materials explaining district status and parental rights
  - b. Publicize meetings, APT status and parent rights under NCLB through district web site and mail
  - c. Involve parents on advisory committees as necessary, including CAPA review
3. 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 pupil academic achievement and school performance:
  - a. The district Title I Supervisor will be permitted access to Blackboard Connect to inform parents of all pertinent meetings
  - b. The district will conduct workshops in its facility for parents based on survey results (e.g. computer training, applying for financial aid for college, adolescent depression, bullying, etc.)
  - c. Translation for school related issues when needed by parents
4. The school district will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: (Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:
  - a. Supplemental Educational Services (SES)
  - b. Extended day, extended year and after-school tutoring programs
5. The 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, 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 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.

(List of actions of how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play):

- a. Formal surveys of parents attending Annual Title I Parents' Meeting by Title I Supervisor to elicit an evaluation of existing Parent Involvement\_Policy, activities the district can provide and barriers to greater participation
- b. Mailing and distribution of Parental Involvement Policy and School/Parent Compact to Title I parents for input and discussion at Back-to-School night and Annual Title I Parents' Meeting
- c. Provide a Spanish language translation through the Parent Liaison in order to elicit a greater response

The school district will build the school's and parent's 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 pupil academic achievement, through the following activities specifically described below:

1. The school district will, with the assistance of its Title I, Part A 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 below:
  - New Jersey's academic content standards;
  - New Jersey's pupil academic achievement standards;



- The New Jersey and local academic assessments including alternate assessments;
- The requirements of Part A;
- How to monitor their child's progress; and
- How to work with educators.

(A list of activities, workshops, conferences, classes, or other materials that may be necessary to ensure success.)

- a. Providing parent training through parent attendance at both in and out-of-state conferences
  - b. Providing in-district workshops on topics of interest to parents (e.g. use of technology, motivating students, raising gang and drug awareness, anti-bullying, internet safety, etc.)
  - c. Provide web-based links to relevant sites and information as well as provide materials in English and Spanish on relevant topics
2. The school 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:
- a. The district will provide computer training for parents to access student academic data in order for parents to keep abreast of student progress
  - b. The district will disseminate materials to parents at school functions relating to improving their students' academic achievement
  - c. The district will conduct workshops for parents relating to student success and wellbeing
3. The school district will, with the assistance of its 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:

- a. Providing training for staff in effective communication with parents
  - b. Maintaining current contact information for students, parents and staff
  - c. Providing translation for parents when necessary
4. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, 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 fully participating in the education of their children, by:
- a. Employing a bilingual Parent Liaison
  - b. Working with NJPIRC to provide meaningful parent training and work with district Title I Supervisor in assessing parental involvement
5. The school 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 request, and, to the extent practicable, in a language the parents can understand:
- a. Utilize the district web site for parents with computer access
  - b. Utilize Blackboard Connect to notify parents by phone in English and Spanish of student attendance, all upcoming programs, meetings and emergencies
  - c. Send parent information and notifications by mail in English, Spanish and other languages whenever translation is available



# POLICY

## PASSAIC COUNTY TECHNICAL INSTITUTE BOARD OF EDUCATION

PROGRAM

2415.04/Page 7 of 7

TITLE I - PARENTAL INVOLVEMENT (M)

### DISCRETIONARY DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY ACTIVITIES

The additional information outlined below lists and describes discretionary activities the school district, in consultation with its parents, may undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement:

- Training parents to enhance the involvement of other parents;
- 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;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;

Adopted: 23 July 2009  
Revised: 24 February 2011  
01 November 2012  
01 November 2013  
20 November 2014  
24 September 2015

