

TITLE I – DISTRICT-WIDE PARENT AND FAMILY ENGAGEMENT (M)

2415.04 TITLE I – DISTRICT-WIDE PARENT AND FAMILY ENGAGEMENT (M)

In support of strengthening student academic achievement, each school district that receives Title I, Part A funds must develop jointly with, agree on, and distribute to, parents of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Elementary and Secondary Education Act (ESEA). This Policy establishes the school district's expectations for parent and family engagement, describes how the school district will implement a number of specific parent and family engagement activities, and is incorporated into the school district's Annual School Plan (ASP).

A. General Expectations

1. The school district agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs, consistent with Section 1116 of the ESEA. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. Consistent with Section 1116 of the ESEA, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESEA, and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESEA.
 - c. The school district will incorporate this district-wide parent and family engagement policy into its school district's plan developed under Section 1112 of the ESEA.
 - d. In carrying out the Title I, Part A parent and family engagement 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



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formats upon request, and, to the extent practicable, in a language parents understand.

- e. 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 if requested by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserve goes directly to the schools.
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” 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; and
 - (d) The carrying out of other activities, such as those described in Section 1116 of the ESEA.
- h. For states where a Parental Information and Resource Center is established, the school district will inform parents and parental



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organizations of the purpose and existence of the Parental Information and Resource Center in the state.

- B. Description of How District Will Implement Required District-Wide Parent and Family Engagement Policy Components
1. The school district will take the following actions to involve parents in the joint development of its district-wide parent and family engagement plan under Section 1112 of the ESEA:
 - a. Offer a flexible number of parent and family meetings, at varying times and dates.
 - b. Solicit input into the Title I targeted assistance program plan using alternatives to formal meetings participation such as through informal surveys on the district and school websites.
 - c. Convene an annual meeting to inform parents and families of Title I student eligibility requirements and about the rights of parents and families to be involved in the Title I program.
 - d. Provide parents and families of Title I students with timely information about Title I targeted assistance programs and other ways to support strengthening student academic achievement.
 - e. Solicit formal and informal feedback on how to improve the district's parent and family engagement programming.
 2. The school district will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
 - a. Host advertised annual ESEA Title I parent and family meetings at each of the Title I eligible schools to provide parents and families with timely information about the process of school improvement as well as programs funded and required by ESEA, including a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and an opportunity to provide input on the school parent-student compact.



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- b. May provide transportation, child care or such services to enable parents and families to participate in school-related meetings and training sessions.
 - c. Annually conduct a community needs-assessment, soliciting input from all stakeholders, that provides input into the formulation, revision, or abandonment of goals for the ESEA grant-funded programs.
 - d. Provide the opportunity at all schools' family-teacher organization meetings for family review of school programs and suggestions for improvement.
 - e. Build personal relationships, respect, and mutual understanding with families through home visits, community walks, and class meetings.
 - f. Share data with families about students' skill levels.
 - g. Model effective teaching practices so families can use them at home.
 - h. Listen to families about their children's interests and challenges, and then use this information to differentiate instruction.
 - i. Incorporate content from families' home cultures into classroom lessons.
 - j. Align family engagement activities with school improvement goals.
3. The school district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of funding allocations and resources to build capacity for parent and family engagement;



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- b. Planning, coordination, advertisement, and staffing for parent and family outreach activities;
 - c. Analysis of student achievement and growth data to inform planning of parent and family engagement activities;
 - d. Provide access to resources and information related to proven parental and family engagement strategies;
 - e. Conduct surveys to identify barriers to greater parental and family engagement;
 - f. Provide translation of school materials where possible and practicable.
4. 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 parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement 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 parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.
- a. Conduct a presentation and discussion regarding the existing policy led by the Building Principal at the ESEA Title I annual meeting;
 - b. Conduct ongoing solicitation of input on the policy, including the use of the annual ESEA community stakeholder needs assessment survey;
 - c. Conduct annual discussion with the district ESEA Advisory Committee and incorporate suggestions on the policy.



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5. The school district will build the schools’ and parents’ capacity for strong parent and family engagement, 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, 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 in this paragraph:
 - (1) The challenging State academic standards;
 - (2) The State and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child’s progress; and
 - (5) How to work with educators:
 - (a) Host annual ESEA parent and family meetings at each of the Title I eligible schools;
 - (b) Host additional parent and family “university” meetings to encourage and support parents and families in more fully participating in the education of their children;
 - (c) Provide notification of and access to state-sponsored activities of the Parent Information Resource Center (NJPIRC);
 - (d) Maintain online listing of parent and family engagement resources.
 - b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to



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improve their children’s academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:

- (1) Adopting norms and systems to achieve open lines of communication with stakeholders;
 - (2) Develop guidelines for the effective and sustainable use of two-way communication between the district and community members/ organizations to advance common goals and objectives;
 - (3) Expand and diversify digital and print communication to maximize stakeholder awareness and support of district goals and objectives, initiatives, and programs.
 - (4) Educate staff members about the value of parent and family contributions and how to work with parents and families as equal partners.
- c. The school district will, with the assistance of its schools and parents, educate its teachers, student services personnel, principals, other school leaders, 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 compiling current data, research, information, and resources supporting the critical role parents and families have in supporting improved academic outcomes for all students.
- d. The school district will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head 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 more fully participating in the education of their children, by:



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- (1) Providing timely updates to the online parent and family resources;
 - (2) Providing translation of school materials, where possible and practicable;
 - (3) Provide transportation and child care services.
- e. 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:
- (1) Use of electronic notification system through district and school sources (e.g. Parent Link, SCOIR);
 - (2) Use of auto-dialing notification system to deliver pre-recorded messages to the home phone numbers of students and e-mail addresses of parents and families;
 - (3) Use of printed digital mailings and announcements from district schools.
- C. Discretionary District-Wide Parent and Family Engagement Policy Components
1. The district may provide the following discretionary activities, in consultation with its parents, to build parents' capacity for involvement in the school and school system to support their children's academic achievement in accordance with Section 1116(e) of the ESEA:
 - 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;



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- c. Paying reasonable and necessary expenses associated with parent and family engagement 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 parent and family engagement 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 parent and family engagement;
- g. Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs;
- h. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities; and
- i. Providing other reasonable support for parent and family engagement activities under Section 1116 as parents may request.

D. Adoption

This Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Superintendent of Schools or designee. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of one year and will be updated as needed on an annual basis. The school district will distribute this Policy to all parents of participating Title I, Part A children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)



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