

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 of its schools with Title I, Part A programs, consistent with Section 1116 of the Elementary and Secondary Education Act (ESEA). These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.

b) Consistent with Section 1116, 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 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) 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 percent of the one percent reserved goes directly to the schools.

g) The school district will be governed by the following statutory definition of parent and family engagement, and expects Title I schools in the district 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 that:

a) Parents play an integral role in assisting their child’s learning;

b) Parents are encouraged to be actively involved in their child’s education at school;

c) 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.
- 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.
- B. Implementation of 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). A survey will be conducted to obtain parent and family input;

b). Each school’s HSC/PTO will be consulted at the beginning of each school year; and

c). Parent and family input will be solicited through our ParentSquare communication system.

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). Each Title I school will establish a parent advisory committee;

b). Parent and family input will be solicited after parent and family engagement events; and

c). An annual district-wide parent and family meeting will be held for parents of Title I students.

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). Administrators will analyze student achievement data to make programmatic decisions;
 - b). The district will provide technology resources to parents of Title 1 students, including the development of a parent and family engagement page on the district website; and
 - c). The district will coordinate parent and family engagement activities.
4. The school district will coordinate and integrate parent and family engagement strategies in Title I, Part A with parent and family engagement strategies under the following other programs (Such as: Head Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:
 - a). Coordinate events with partnering organizations/programs.
 - b). Advertise and solicit participation from parents belonging to these organizations.
 - c). Collaborate with program leadership from these organizations to ensure parents and families are provided ample opportunity to participate.
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 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 parental involvement policies.
 - a). A survey will be developed by the district to solicit parent and family input regarding the evaluation of the content and effectiveness of the parent and family engagement policy including barriers for participation by parents;
 - b). Each school's HSC/PTO will provide input on the effectiveness of its parent and family engagement programs and its parent and family engagement policy; and
 - c). Parent and family input will be solicited through the district's website.
6. 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, its staff, parents, and the community to improve student academic achievement, through the following activities:
 - 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, and by undertaking the actions described below:
 - 1) New Jersey's challenging 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;
 - 5) How to work with educators;
 - 6) Topics will be presented and discussed at regularly scheduled parent advisory/HCS/PTO meetings;
 - 7) Monitoring of their child(ren)'s progress will be discussed with parents during parent/teacher conferences;
 - 8) Parents of students in grades 3-12 will have electronic access to monitor their child(ren)'s progress through the district's student data management system;
 - 9) Student assessment results issued by the State of New Jersey will be issued to parents;
 - 10) Other assessment information will be provided through timely dissemination of reports/results;
 - 11) Parents will be provided information regarding academic standards and district assessments through the district's website; and
 - 12) A commitment of support to enable the student to achieve academic success will be established through the annual parent/student/teacher/principal compact.
 - b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their child(ren) to improve their child(ren)'s academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:
 - 1) Conducting Family Nights designed to address various topics, such as study skills, literacy, mathematics, technology, and other topics of interest and relevance;

- 2) Publication of Parent Newsletters; and
 - 3) Establishment and maintenance of a District, school, and staff website.
- c. The school district will, with the assistance of its schools and parents, educate its teachers, pupil 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:
 - 1) Conducting parent and family engagement strategies during new teacher orientation;
 - 2) Providing staff with resources, such as professional development opportunities including workshops, webinars, discussion groups, book clubs, as well as participation in collaborative professional learning communities; and
 - 3) Disseminating and sharing information, strategies, and/or print materials relating to best practices through grade level, departmental, administrative, and/or staff meetings.
 - 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:
 - 1) Inviting parents to all district parent and family engagement events;
 - 2) Providing parents with resources and support through newsletters and written communication; and
 - 3) Disseminating and sharing information, strategies, and/or print materials relating to best practices.
 - 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) The school district will provide notification to parents to inform them of upcoming programs including school level programs, meetings, and other activities; and
 - 2) The District will ensure that Basic Skills or Tiered Intervention progress reports are uniform and distributed throughout the district on a consistent basis.

C. Discretionary District-Wide Parent and Family Engagement Policy Components

1. 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 engagement in the school and school system to support their children's academic achievement:
 - a. Involving parents in the development of training of other parents;
 - b. Arranging school meetings at a variety of times in order to maximize parental involvement and participation in their children's education;
 - 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. 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 virtual 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; 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)

Adopted: 25 May 2004

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