



Book	Board Policies
Section	4000 INSTRUCTION
Title	Title I Parent Involvement
Code	4325.1-R
Status	Active
Adopted	June 24, 2003
Last Revised	June 8, 2021
Last Reviewed	October 8, 2019

Parent involvement in the successful operation of Title I programs occurs on several levels. At the most basic level is the active involvement of parents with their own child's education. A primary purpose of parent involvement practices is to support the effectiveness of parents as their child's first teacher. The second level of parent involvement is at the school level. In each of our district's schools an active School Improvement Team (SIT) brings parents, teachers, administrators, and other school stakeholders together to consult on ways to better serve their students. An important role and responsibility of SIT teams is to represent the interests of the parents of Title I students. The district meets annually with parents at each Title I school to provide a vehicle for parent input and advice in the operation of the school's Title I services. An administrator selected by the superintendent serves as the facilitator at each building meeting.

Functions and roles

At the school level, working in part through School Improvement Teams, all Title I schools will:

- convene annual meetings to which all parents of children receiving Title I services are invited, including informational/planning meetings at each Title I school, informational outreach meetings in the community, and home visits when appropriate
- involve parents in planning, reviewing, and improving Title I programs in the school
- provide parents with pertinent and timely information about Title I programs, student achievement, student assessments, and the individual programs and progress of their children
- ensure regular two-way, meaningful communication between parents and family members and school staff, and, to the extent practicable, in a language that parents and family members can understand
- update, disseminate, and implement this regulation as a school-parent compact which outlines how parents, the school staff, and students share responsibility for improved school achievement

Ensure that:

- parent-teacher conferences occur at least annually
- reports on each child's progress and achievement occur at least four times annually
- parents have reasonable access to staff

- parents are provided meaningful guidance on ways to help their children improve their school achievement

District and school-level outreach and resources for parents and families will help to support and facilitate parents' role in their children's education by encouraging parents to:

- monitor their children's school attendance
- make sure that school work is completed
- limit the amount of their children's "screen time" while at home
- volunteer at school
- participate in decisions regarding their child's education
- promote positive use of children's extracurricular time
- stay informed about their children's education, and communicate regularly with the school.

Complaints

Any parent, teacher, other interested person, or agency may file a complaint to the superintendent, alleging that the district has not upheld its responsibilities under Title I, or its responsibilities for Academic Intervention Services under the commissioner's regulations. All complaints must be written; signed; specify the law or regulation being violated and the related issue, problem, or concern; contain information/evidence supporting the complaint; and state the nature of the corrective action desired. The complaint must be sent to the superintendent of schools. After 30 days, appeals as to the response (or lack of response) to the complaint by the superintendent of schools should be sent to the New York State Education Department, Office of Accountability, Title I and Community Services, 89 Washington Avenue, Room 320 EB, Albany, NY 12234 or the United States Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202. Further information about the complaint process and required documentation can be found at the SED website: <http://www.p12.nysed.gov/accountability/TI/complaintappeals.htm>.

The district shall disseminate this complaint procedure to parents of students in Title I schools, as well as school officials at non-public schools for which the district administers Title I funds or programs.

Authority

This Title I Parent Involvement policy shall be evaluated annually by the Board of Education. It is submitted to the State Education Department as part of the district's annual application for federal grants under the Elementary and Secondary Education Act.

Adoption date: June 24, 2003
Revision date: March 25, 2008
Revision date: February 9, 2010
Revision date: February 28, 2017
Revision date: January 8, 2019
Revision date: June 8, 2021