

# Title I LEA School Parent and Family Engagement Policy [Template]

Note: The School Parent and Family Engagement Policy and the LEA Parent and Family Engagement Policy are generally two separate documents; however, for some local education agencies (LEAs) and charter schools, the components for the LEA school policies may be addressed in either one policy (LEA school policy) or two policies (LEA policy and school policy). If your LEA school plans to combine all the requirements of both the policy into one policy, make sure all required components of the policy and school policy are included.

## Part I. LEA Expectations

Each LEA must establish the LEA's expectations for parent and family engagement.  
[Section 1116(a)(2), ESEA]

The [name of LEA] agrees to implement the following statutory requirements:

- The LEA will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The LEA will work with its schools to ensure the required school parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school parent compact.
- In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the LEA will 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 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 funds is not satisfactory to the parents of participating children, the LEA will submit any parent comments with the plan upon request by the New York State Education Department (NYSED).
- The LEA will involve the parents of children served in Title I 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 90 percent of the

percent reserved goes directly to the schools. (Only applicable for Title I, Part A allocations greater than \$500,000.)

- The LEAs 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:

Parent and family engagement means the participation of parents in regular ways and

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5. The [name of LEA/school] will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and

activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by;

(List activities.)

- d. The LEA/school will take the following actions to ensure that Title I 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 understand;

(List actions.)

7. The [name of LEA/school] will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Insert programs, such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs];

(List activities.)

8. The [name of LEA/school] 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 schools. The evaluation will include identifying

outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

(List actions.)

#### Part IV. Discretionary District/School Parent and Family Engagement Policy Components

The LEA's School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
- Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the involvement of other parents.
- In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
- Adopt and implement model approaches to improve parent and family engagement;
- Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
- Provide other reasonable support for parent and family engagement activities under this section as parents may request.

(List actions.)

#### Part V. Accessibility

In carrying out the parent and family engagement requirements of this part, LEAs 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.

(List actions.)

## Part VI. Adoption

This LEA School Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.

This policy was adopted by the name of LEA/school on [date] and will be in effect for the period of [school year]. The LEA will distribute this policy to all parents of participating Title I children on or before [date].

Signature of District Authorized Representative

Date