

InstructionParental Involvement in Title I Programs

1. The Title I teacher shall notify the parents, in a language they can understand, of each eligible student each school year that a meeting will be held to discuss the following:
  - a. The nature of the Title I program(s);
  - b. That parents have the right to be involved in, and consulted in the planning; development, and operation of such programs(s); and
  - c. The agenda will include a discussion of the manner in which the parents will be involved and consulted.
  
2. The meeting agenda will include:
  - a. The Title I teacher(s) or administrator will chair the meeting;
  - b. An explanation of the Title I programs(s);
  - c. Explanation of the rights of parents and the obligations of the school set forth this policy concerning parent involvement;
  - d. Discussion of the type of parent involvement that will be planned; and
  - e. Written information about the program will be provided to the parents, including federal, state, and local regulations, plus program applications and evaluations.
  
3. Parents and school officials will jointly agree on methods for school officials to consult with parents on all aspects of Title I planning, design, and implementation of the program including:
  - a. The needs assessment;
  - b. Selection of attendance zones;
  - c. Determination of program goals and objectives;
  - d. Determination of educational strategies;
  - e. Implementation of projects;
  - f. Development of program applications; and
  - g. Program evaluations.
  
4. School officials shall provide a full and timely response to any parent, in a language they can understand, recommendations concerning the programs(s), and to the extent that such recommendations are rejected, shall explain the basis for their decision. If the recommendations were made in writing, the response shall be in writing.
  
5. School officials shall be prepared to offer, upon request, such support and resources as are needed, in a language they can understand, for effective and full parent consultation and involvement, including, but not limited to:
  - a. Reasonable access to meeting space, necessary materials, available communications, facilities, and clerical support;
  - b. An effective program of training for parents concerning federal, state, and local legal requirements for the program, how it operates, rights and

- responsibilities of parents, and how parents can work effectively with each other and the school in developing an effective parent-school program;
- c. Provide for the parents information on the project applications, needs assessment, budgetary information, evaluation, federal, state, and local guidelines, and parent involvement;
  - d. Opportunities to view the program in progress, including classroom visitations; and
  - e. Opportunities for parents to be involved in the program at school, as well as at home.

6. In developing methods and policy guidelines for parent consultation, parents and school officials shall periodically, through this policy, conduct a review of parent consultation procedures to determine causes of any barriers to full and effective parent involvement. This information shall then be used to revise the methods and policies for consultation in order to increase the effectiveness of parent involvement.

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