

No. 7400  
SECTION: PROGRAMS  
TITLE: TITLE I PARENT/GUARDIAN AND  
FAMILY ENGAGEMENT

ADOPTED: 5/25/04  
READOPTED: 11/15/16;10/15/19;11/16/21  
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## **OXFORD AREA SCHOOL DISTRICT**

The board recognizes that parent/guardian and family engagement contributes to the achievement of academic standards by students participating in Title I programs. The board views the education of students as a cooperative effort among the district, schools, parents/guardians and community.

In compliance with federal law, the district and parents/guardians of students participating in Title I programs shall jointly develop and agree upon a written parent/guardian involvement policy. When developing and implementing this policy, the district shall ensure the policy describes how the district will:

1. Involve parents/guardians in the joint development of the district's overall Title I plan and the process of school review and improvement.
2. Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent/guardian involvement activities to improve student academic achievement and school performance.
3. Develop activities that promote the schools' and parent/guardian's capacity for strong parental involvement.
4. Coordinate and integrate parental involvement strategies with appropriate programs as provided by law.
5. Involve parents/guardians in an annual evaluation of the content and effectiveness of the policy in improving the academic quality of schools served under Title I.
6. Identify barriers to participation by parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority.
7. Identify the needs of parents/guardians and family members to assist with the learning of their children, including engaging with school personnel and teachers. Identify strategies to support successful school and family interactions.
8. Use findings of annual evaluations to design strategies for more effective parent/guardian involvement.

9. Involve parents/guardians in the activities of schools served under Title I.

The board shall adopt and distribute the parent involvement policy which shall be incorporated into the district's Title I plan and shall be evaluated annually with parent/guardian involvement.

The Superintendent or designee shall ensure that the district's Title I parent/guardian engagement policy, plan and programs comply with the requirements of federal law.

The building principal and Title I staff shall provide to parents/guardians of students participating in Title I programs:

1. Explanation of the reasons supporting their child's selection for the program.
2. Set of objectives to be addressed.
3. Description of the services to be provided.
4. Provide translated materials and interpretation services.

The Superintendent or designee shall ensure that information and reports provided to parents/guardians are in an understandable format and to the extent possible, in a language the parents/guardians can understand.

ADMINISTRATIVE PROCEDURES

TITLE I PARENT INVOLVEMENT

An annual meeting of parents of participating Title I students shall be held to explain the goals and purposes of the Title I program. Parents/guardians shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents/guardians shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.

In addition to the required annual meeting, additional parent/guardian meetings shall be held at various times of the day and evening. At these meetings, parents/guardians shall be provided with:

1. Information about programs provided under Title I.
2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.
4. Opportunities to submit parent/guardian comments about the program to the district level.

If sufficient, Title I funding may be used to facilitate parent attendance at meetings through payment of transportation and childcare costs.

Opportunities shall be provided for parents/guardians to meet with the classroom and Title I teachers to discuss their child's progress.

Parents/guardians may be given guidance as to how they can assist at home in the education of their child.

School-Parent Compact

Each school in the district receiving Title I funds shall jointly develop with parents/guardians of students served in the program a School-Parent Compact. This compact will outline the manner in which parents/guardians; school staff and students share responsibility for improved student achievement in meeting academic standards. The compact shall:

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in the Title I program to meet the district's academic standards.

2. Indicate the ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.
3. Address the importance of parent/guardian-teacher communication on an ongoing basis through, at a minimum, two parent/guardian-teacher conferences and monthly reports to parents/guardians, literacy nights and reasonable access to staff.

In accordance with Federal law, the Title I administrator shall release to parents/guardians, upon request, information regarding the professional qualifications and academic degrees of any teacher providing instruction to their child at a school receiving Title I funds. The administrator shall annually notify parents/guardians about their right to request such information.

The Title I administrator shall notify parents/guardians of students attending a Title I school when their child has been assigned to or taught for four (4) or more consecutive weeks by a teacher who is not highly qualified, as defined by Federal law.

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