640 DEVELOPMENT OF PARENT AND FAMILY ENGAGEMENT POLICIES FOR TITLE I PROGRAMS

[Note: This policy reflects recent federal statutory changes made by the Every Student Succeeds Act (ESSA) which require school districts and schools to meet with parents and jointly develop parent and family engagement policies at both a district wide and school building level. This policy lists the required components of the parent and family engagement policies described herein and serves as a framework for their development. The policies and these components are mandatory in order for the school district to receive federal funds under this program.]

I. PURPOSE

The purpose of this policy is to encourage and facilitate involvement by parents and families of students participating in Title I in the educational programs and experiences of students. The policy shall provide the framework for organized, systematic, ongoing, informed, and timely parent and family involvement in relation to decisions about the Title I services within the school district. The involvement of parents and families by the school district shall include parents and families of students participating in Title I services, including eligible private school students receiving equitable services under applicable federal law.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to plan and implement, with meaningful consultation with parents of participating children, programs, activities, and procedures for the engagement of parents and families in its Title I programs.

B. The policy of the school district is to fully comply with 20 United States Code, section 6318, which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title I programs written parent and family engagement policies.

III. DEVELOPMENT OF DISTRICT LEVEL POLICY

The school board directs the administration to develop jointly with, agree upon with, and distribute to parents and family members of participating children a written parent and family engagement policy that will be incorporated into the school district's Title I plan. This policy establishes the expectations for meaningful parent and family involvement and describe how the school district will:

A. involve parents and family members in the joint development of the school district's Title I plan and the development of support and improvement plans under 20 United States Code, section 6311(d);

B. provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the school district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;

C. coordinate and integrate parent and family engagement strategies with similar strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs;

D. conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served, including identifying

1. barriers to greater participation by parents in activities authorized by 20 United States Code, section 6318 (with particular attention to, parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or who are of a racial or ethnic minority background);

2. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and

3. strategies to support successful school and family interactions;

E. use the findings of such evaluation in Paragraph D. above to design evidence-based strategies, as defined in 20 United States Code, section 7801(21), for more effective parental involvement and to revise, if necessary, the parent and family engagement policies described in 20 United States Code, section 6318; and

F. involve parents in the activities of the schools, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the school district to adequately represent the needs of the population served by the school district for the purposes of developing, revising, and reviewing the parent and family engagement policy.

IV. DEVELOPMENT OF SCHOOL LEVEL POLICY

The school board will direct the administration of each school to jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, that shall describe the means for carrying out the federal requirements of 20 United States Code, section 6318 (3) (c) through (f).. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

A. Policy Involvement

Each school with a Title I program will:

1. convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation in Title I programs, and to explain the requirements of 20 United States Code, Part A, and the right of the parents to be involved;

2. offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds transportation, child care, or home visits, as such services relate to parental involvement;

3. involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school parent involvement programs, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan, except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;

4. provide parents of participating children:

a. timely information about Title I programs;

b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards;

c. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; and

5. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when it is submitted to the school district.

B. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under 20 United States Code, Part A, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

The compact shall:

1. describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet the challenging state student academic achievement standards;

2. describe the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.

3. address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:

a. parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;

b. frequent progress reports to the parents on their children's progress; and

c. reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and

d. ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.

C. To ensure effective involvement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, each school and the school district:

1. shall provide assistance to parents of children served by the school or the school district, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children;

2. shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as

appropriate, to foster parental involvement;

3. shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;

4. shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool 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;

5. shall ensure that information related to school and parent meetings, programs, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand;

6. may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

7. may provide necessary literacy training with funds received under Title I programs if the school district has exhausted all other reasonably available sources of funding for such training;

8. may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

9. may train parents to enhance the involvement of other parents;

10. may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

11. may adopt and implement model approaches to improving parental involvement;

12. may establish a districtwide parent advisory council to provide advice on all matters related to parental engagement in Title I programs;

13. may develop appropriate roles for community-based organizations and businesses in parental involvement activities; and

14. shall provide other such reasonable support for parental involvement activities under 20 United States Code, section 6318, as parents may request.

E. Accessibility

In carrying out the requirements of parent and family engagement, the school district and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, in a language that is understandable by the parents.

F. The school district and each school shall inform parents and parent organizations of the existence of parent and family engagement programs.

G. The school policy will be updated periodically to meet the changing needs of parents and the school.

V. RESERVATION OF ALLOCATION

A. The school district shall reserve at least one (1) percent of its allocation under 20 United States Code, sections 6331 through 6339, to assist schools to carry out the activities described in 20 United States Code, section 6318, except that this paragraph shall not apply if one (1) percent of the school district's allocation for the fiscal year for which the determination is made is $5,000 or less. Nothing in this paragraph shall be construed to limit the school district from reserving more than one (1) percent of its allocation to assist schools to carry out activities described in this policy.

B. Parent and Family Member Input

Parents and family members of children receiving services under this policy shall be involved in the decisions regarding how funds reserved are allotted for parental involvement activities.

C. Distribution of Funds

Not less than ninety (90) percent of the funds reserved under 20 United States Code, Part A shall be distributed to schools served under this policy, with priority given to high-need schools.

D. Use of Funds

Funds reserved under this Article by the school district shall be used to carry out activities and strategies consistent with this policy, including not less than one (1) of the following:

1. Supporting schools and nonprofit organizations in providing professional development for school district personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.

2. Supporting programs that reach parents and family members at home, in the community, and at school.

3. Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.

4. Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.

5. Engaging in any other activities and strategies that the school district determines are appropriate and consistent with this policy.

Legal References: 20 U.S.C. § 6312 (Local Educational Agency Plans)
20 U.S.C. § 6318 (Parent and Family Engagement)
20 U.S.C. §§ 6331 – 6339 (Allocations)
20 U.S.C. § 7801(21) (Definitions)

Cross References: None

Resources: U.S. Department of Education: Parent and Family Engagement Non-Regulatory Guidance (January 2025)
Minnesota Department of Education: Title I, Part A Funding: Supporting Parent and Family Engagement