

# BOARD POLICY

## IDD

### INSTRUCTIONAL PROGRAM

**JUNE 20, 2011**

### PARENT INVOLVEMENT

**Reviewed 5/2014**

### FAMILY ENGAGEMENT

**Revised 4/2024**

The Board strongly encourages and welcomes the involvement **engagement** of parent(s)/guardian(s) **families** in all of the District's educational programs. It is recognized and appreciated that ~~parents/guardians~~ **family members** are the "first teachers" of their children, and that their interest and involvement in the education of their children should not diminish once their child enters the schools of the District. ~~Accordingly the Board directs, by the adoption of this policy, that t~~ The administration shall design a program/plan that will encourage parent(s)/guardian(s) **family participation engagement** that may include, but not be limited to: the ~~development and review of instructional materials;~~ input on the ways that the District may better provide parent(s)/guardian(s) **family members** with information concerning current laws, regulations, and instructional programs; and District offerings of training programs to **guide** ~~instruct parent(s)/guardian(s)~~ **family members on** how to become more involved in their child's educational programs.

Pursuant to state law, the Superintendent, **or his/her designee**, shall provide a copy of the District's ~~Parental Involvement~~ **Family Engagement** plan to all ~~parents~~ **families**.

# ADMINISTRATIVE PROCEDURES

INSTRUCTIONAL PROGRAM  
PARENT INVOLVEMENT  
FAMILY ENGAGEMENT  
PARTI-GENERAL EXPECTATIONS

IDD

JUNE 20, 2011

Livonia Public Schools recognizes and agrees to implement the following statutory requirements as outlined by the No Child Left Behind (NCLB) Act:

The District will develop programs, activities and procedures for the involvement of parents in all of its Title I schools consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). These programs, activities and procedures will be planned and implemented with consultation of eligible parents of participating students. The District will work with its schools to ensure that the required school level parental involvement plans meet the requirements of ESEA and each includes as a component a parent compact consistent with ESEA.

The District will incorporate this parental involvement plan into its Local Education Agency (LEA) plan. If the LEA plan for Title I, Part A is not satisfactory to parents of participating students, the school district will submit parent comments with the plan when the school district submits the plan to the State Board of Education.

In carrying out the Title I, Part A parent involvement requirements to the extent practicable, the District and its schools will provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities and parents/guardians of migratory children in an understandable and uniform format and including alternative formats upon request, and to the extent practicable in a language parents/guardians understand.

Decisions about how the one percent of Title I, Part A funds reserved for parental involvement is utilized will involve eligible parents of participating students.

• The District will be governed by the following statutory definition of parental involvement, and will ensure Title I schools carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way communication that is meaningful and involves students' academic learning and other school activities. Also, parent involvement means that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

The District will inform parents of the purpose and existence of the Parental Information and Resource Center.

## PART II -- DESCRIPTION OF HOW THE DISTRICT WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT PLAN COMPONENTS

The Livonia Public Schools will involve parents/guardians in the joint development and annual review of its district-wide parental involvement plan.

1. The District will take the following actions to involve parents in the process of school review and improvement:

Building Level School Improvement Teams will have parent representation.

• The District School Improvement Team will also have parent representation.

~~2. The District will provide the following necessary coordination, technical assistance and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:~~

~~Title I Coordinator will hold monthly meeting to coordinate services and programs that include parental involvement.~~

~~Title I Coordinator will work with the Title I schools in holding annual meetings, developing School-Family Partnerships and coordinating services as outlined in the School-Parent compact.~~

~~3. The District will coordinate and integrate parental involvement strategies included in its district-wide plan with parental involvement strategies included in the following other programs:~~

~~State-operated preschool programs.~~

~~Title III Language Instruction Programs.~~

~~4. The District will take the following actions to conduct, with the involvement of parents/guardians, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools.~~

~~The evaluation will include identifying barriers to greater participation by parents/guardians in parental involvement activities including, but not limited to, parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background.~~

~~The District will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement and to revise, if necessary, (and with the involvement of parents/guardians) its parent involvement policy.~~

~~The Title I Coordinator will collaborate with parent representatives to plan, implement and analyze survey data. The data will be used to make recommendations for enhancing parental involvement in our District.~~

~~5. The District will build the schools' and parents'/guardians' capacity for strong parental involvement in order to ensure effective involvement of parents/guardians. Livonia Public Schools will support a partnership among the schools, parents/guardians and community for the purpose of improving student academic achievement through:~~

~~The District will, with the assistance of its Title I, Part A schools, provide assistance to parents/guardians of children served by the District or school as appropriate in understanding topics such as:~~

~~the State's academic content expectations,~~

~~the State's student academic achievement,~~

~~► the State and local academic assessments including alternate assessments,~~

~~> the requirements of Part A,~~

~~> how to monitor their child's progress, and~~

~~> how to work with educators.~~

~~Parent education and information activities will occur through open houses, workshops, conferences, parent information packets, E-News, correspondences through various media and parent networks.~~

~~The District will with the assistance of its schools provide materials and training to help parents/guardians work with their children to improve their children's academic achievement, such as literacy training, math~~

training, and homework strategies to foster parental involvement by:

- ~~Open Houses~~
- ~~Parent Teacher Conferences~~
- ~~Workshops~~
- ~~Math Parent Nights~~
- ~~Literacy Parent Nights~~
- ~~Curriculum Nights~~

The District will with the assistance of its schools and parents/guardians educate its teachers, student services personnel, principals and other staff in how to reach out to, communicate with and work with parents/guardians as equal partners in the value and utility of contributions of parents/guardians and in how to implement and coordinate parent programs and build ties between parents/guardians and schools by:

- ~~Professional development~~

~~Encouragement for staff to attend parent meetings~~

The District will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents/guardians of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable in a language the parents/guardians can understand:

- ~~E-blast~~
- ~~District/School website~~
- ~~District/School newsletters and other mailings~~
- ~~Follow-up personal phone calls~~

~~Translation (where applicable)~~

### **PART III-ADOPTION**

This district-wide Parental Involvement Plan has been developed jointly with parents representing PTSA, Title I schools and non-Title I schools, the District's Title I Coordinator, principals and other central office administration.

Reference: 20 USCA 6316, 20 USCA 6318 (No Child Left Behind Act)

# ADMINISTRATIVE PROCEDURES

## INSTRUCTIONAL PROGRAM

### PARENT INVOLVEMENT

#### FAMILY ENGAGEMENT

IDD

JUNE 20, 2011

Livonia Public Schools recognizes and agrees to implement the following statutory requirements in accordance with the Elementary and Secondary Education Act of 1965 (ESEA), and as amended by the Every Student Succeeds Act of 2015 (ESSA).

All schools will develop a Family Engagement Plan.

- The district will work with each school to develop a Family Engagement Plan jointly with parent and family members. The Plan will be updated periodically to meet the changing needs of parents and the school. (1116b1)

Additionally, the Family Engagement Plan for Title I schools will include the following components.

- An Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved. (1116c1)
- Timely information about the Title I Program, including a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the achievement levels students are expected to meet. (1116c4a-b)
- A flexible number of meetings at times convenient to family members with transportation and/or childcare provided as needed, or home visits as it relates to family involvement. (1116c2)
- Organized, ongoing, and timely family involvement in planning, reviewing, and improving Title I programs, including the development, review, and improvement of the Parent and Family Engagement Plan and the Schoolwide Program Plan. (1116c3)
- Opportunities for family members of participating Title I students to engage in regular meetings to formulate suggestions and/or participate in decision-making as it relates to their child's education, and to respond to any suggestions as soon as possible. (1116c4c)
- Opportunities for family members to submit comments on the School Improvement Plan if the Plan is not satisfactory to parents of participating students. (1116c5)

All schools will develop a School-Family Compact.

- The district will work with schools to jointly, with family members, develop a School-Parent Compact that outlines how the entire school staff, family members, and students will share the responsibility for improved student academic achievement. (1116d)
- The School-Family Compact will:
  - Clearly explain district and school goals for students to meet the challenging State academic standards.
  - Describe ways that teachers are responsible for supporting students' learning and providing high quality curriculum and instruction.

- Describe specific ways parents will be responsible for supporting their children's learning.
- Describe specific ways students will be responsible for their learning.
- Describe school activities to build partnerships with parents, including chances for parents to volunteer, take part in, and observe classroom activities, and communicate with teachers.
- Describe how family members are involved in developing and revising the compact.
- Ensure regular two-way meaningful communication between family members and school staff throughout the school year, so that parents are kept up to date on their students' progress and get regular tips on home learning.
- Communicate information using family friendly language and format.

All schools will provide staff and family with learning to support family engagement.

- Provide assistance to family members of students served by the school in understanding the State's academic content standards, the State and Local assessments, and how to monitor their child's progress and work with educators to improve the achievement of their children. (1116e1)
- Provide materials and training to help family members work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. (1116e2)
- Educate staff in the value and utility of family member contributions, in how to reach out to, and communicate with, and work with family members as equal partners, to coordinate and implement family engagement programs, and to build relationships between the family members and the school. (1116e3)
- Coordinate and integrate family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as family resource centers, that encourage and support parents in more fully participating in the education of their children.
- Ensure information is shared with parents in a language and format they can understand. (1116e5)

All schools will provide additional support for family engagement as needed.

- Provide other reasonable support for family engagement activities as parents may request.
- Provide full opportunities for participation of family members with limited English proficiency, parents with disabilities, and parents of migratory children.

# EXHIBIT

## INSTRUCTIONAL PROGRAM PARENT INVOLVEMENT **FAMILY ENGAGEMENT PLAN**

IDD

~~JUNE 20, 2011~~  
**April 2024**

The Livonia Public Schools believes that the education of all students should be a partnership between the school and the parent community. Both the District and the parent community play an essential role in the success of all students.

The District, in collaboration with ~~parents~~ **family members** in the community, will develop a ~~parental involvement~~ **family engagement** plan that reflects practices that enhance ~~parent~~ family and community ~~involvement~~ **engagement** and reflect the specific needs of each school within the district.

1. Communication: Schools and the parent community will communicate regularly **in person and/or virtually** and clearly about academic opportunities, school performance, student progress and ~~parent/guardian~~ **family** activities.

### Communication Activities:

- Parent Teacher Conferences
- District, School and Classroom Newsletters
- District and School Annual Education Reports
- E-News (Electronic communications sent from school and district staff)
- School, District and Teacher Websites
- District's ~~Cable channel~~ **streaming platform**
- Parent Connect
- Coffee with the Principal
- Teleparent (Telephone communication sent from school and district staff)

2. Parenting: Schools and the parent community will work together to support parenting skills and activities that prepare children for school and support ongoing achievement

### Parenting Activities:

- Curriculum/Open House Nights
- ~~PTA/PSA~~ **PTSA** Programs
- District Parent Workshops/Evenings
- School Parent Workshops/Evenings
- Parent Orientation Presentations
- Parent Transition Meetings
- Family Activity Nights

3. Student Learning: Schools will encourage ~~parents~~ **family members** to support the academic achievement of their children.

### Student Learning Activities:

- Continuous communication on academic progress
- Parent Workshops ~~on Homework Support~~
- Curriculum Nights
- Student orientation/transition experiences

4. Volunteerism: Schools will encourage ~~parents~~ family and community members to volunteer in schools to support school improvement and student success

Volunteer Activities:

- PTA and other parent support groups
- Room Parents
- Flexible Assistance for School and Classroom Programs/Events (beyond the school day)
- Mentoring/Tutoring Students
- Local business partners ~~as tutors~~
- District and School Committees
- Chaperoning Activities
- Clubs/events/activities

5. School Decision Making: Schools will encourage ~~parents~~ family and community members to collaborate on education decisions that affect students and schools.

Decision Making Activities:

- School Improvement ~~Committees~~ Process
- School Advisory Groups
- Parent Advisory Boards
- Parent feedback/input on current/new programs, initiatives and practices
- District School Improvement Team

6. Community Collaboration: The District will encourage collaboration with local community organizations, local governments, businesses, members of the community, and other agencies to improve the academic achievement of all students.

Community Collaboration Activities:

- Facilitate Community members as volunteers in the schools
- Collaborate with local business to co-sponsor events and programs
- Promote governmental service activities and programs for students
- Encourage business partnerships with schools
- Co-sponsor academic support programs for students and their parents
- Host Community Forums
- Facilitate District Communication Team
- Diversity, Equity, Inclusion, and Belonging
- Livonia Education Foundation
- Healthy Livonia