

NORTH LAWRENCE COMMUNITY SCHOOLS
TITLE I PARENT INVOLVEMENT POLICY
2018-2019

1. Statement of Purpose

In recognition that the parent is the child's first and most important teacher, and that the parents' continued involvement is essential for the success of the child, the North Lawrence Community Schools Corporation is committed to building a strong school-parent-student partnership. This commitment to family involvement is critical to our children's success every step along the way to maximize academic and social achievement of every student as measured by state and local standards. Parents are members of all School Improvement Plan Committees and are an integral part of plan development, school review and improvement.

2. Parental Involvement in Developing the Policy

An advisory committee consisting of school staff members and parent representatives will meet with the Title I Program Coordinator to develop our school district's parent involvement policy. Our advisory committee will be chosen from volunteers in schools from our district. Parents will be welcomed from schools to serve on the committee. After revisions, the policy will be presented to the NLCS School Board for approval. The LEA will provide technical assistance to schools in developing school parent involvement policies. At the beginning of each school year, copies of the NLCS District Parent Involvement Policy as well as each school's parent involvement policy will be mailed to all parents.

All documents referenced in this policy and any other correspondence to parents will be translated as needed. Audio translations will be provided via translators or the Google Translate App as applicable for meetings and presentations. The NLCS Corporation and NLCS Title I websites have a built-in translate option.

3. LEA Coordination with Schools

The LEA/Title I Coordinator will provide coordination, technical assistance, and other support as necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance in the following ways:

- Holding regular meetings with principals and/or Title I staff
- Visiting Title I schools at least once per semester
- Providing guidance, assistance, direction, and information via email, phone conversations, and/or in person consultations

4. Notification of Participation and Annual Meetings for Title I Parents & Staff

Each school receiving Title I funds shall, by September 15th of each school year, notify every Title I family that their child is eligible to receive Title I services. The LEA and/or all Title I schools will also:

- Hold an annual Title I meeting in each school by November providing information and discussion about Title I guidelines and the district's current parent involvement policy along with the school's parent involvement policy. Copies of the NLCS Parent Involvement Handbook will also be available. Families will be offered an opportunity to volunteer to serve on either the district-wide or individual school advisory committee (or both).
- Hold Title I parent/staff meetings throughout the school year to educate staff and parents on how to work together to ensure student progress at home and at school.
- Hold parental involvement professional development workshops for support staff (focused on providing staff with ideas on working with parents to help them understand the State Academic Standards and providing them with opportunities to help them improve the achievement of their children).
- Offer technology open houses, (parent/student websites, Microsoft Office, Google, etc.) for staff and parents, at a variety of NLCS computer labs.
- Conduct interactive meetings/workshops including, but not limited to, such topics as literacy/reading, math and homework help at least once per semester that engage parents in working directly with their children on learning activities.
- Provide specific materials to parents at meetings/workshops on such topics as literacy/reading, math and homework assistance to help improve student achievement and foster parental involvement.
- Offer multiple opportunities (morning, afternoon, evening) for parent involvement activities to meet the needs and schedules of all parents.
- Provide other reasonable support for parental involvement activities as parents may request.

5. Home-School Agreement

According to the Title I regulations, each school must share responsibility with parents for high student performance by developing a home-school-student compact jointly with the families of children participating in the Title I program. These agreements outline how staff, parents and students share responsibility for promoting high student achievement. Parents on each school's advisory committee will be involved in designing these agreements or compacts. Students' responsibilities may vary by grade level. Parents will receive the compact from their child's school with a checklist of responsibilities that each teacher, parent, and student will have for helping students achieve their goals. A copy of the signed agreement will be kept on file. Title I staff will discuss the compact with families of Title I children.

6. Building Schools' and Parents' Capacity for Strong Parental Involvement

There are many ways in which all parents, including parents of various cultural backgrounds, can become involved with their children's education:

- Workshops
- Parent Portal
- Volunteering in the schools
- Parent involvement activity events
- Parent-Teacher Organization (PTO)
- Monthly newsletters

Communication between home and school is instrumental in our parent involvement plan. This school district values both the at-home contributions and those which take place at school and in the community. Reading to children at home and talking with them at family meals are as important as volunteering at school and serving on advisory committees.

To access our State Academic Standards, please go to the IDOE website at <https://www.doe.in.gov/standards>. Teachers and principals are always willing to discuss with parents how to help monitor these standards to improve the achievement of their children. Standards are reviewed during Parent/Teacher conferences and parents are counseled on how to monitor their child's progress and improve achievement.

Title I and/or technology staff are available in computer labs at various times during the school year to assist parents with online registration and to provide technical guidance including, but not limited to:

- Accessing IN Academic Standards
- Locating and using educational websites
- Accessing the Parent Portal
- Free/Reduced Lunch Applications and Meal Magic

Many types of parental involvement are needed in a school-home-community partnership that will help all our children to succeed. Parents may view the NLCS Title I Parent Handbook under the Title I tab at www.nlcs.k12.in.us for additional information.

7. Matching Programs to the Needs of Our Community

North Lawrence Community Schools will assess the needs of parents and children so that the NLCS Title I Program can be tailored to meet the needs of the community as well as the school family. Workshops and other programs will be available to match the needs of parents. Title I will also provide appropriate training and materials such as pamphlets, magazines, and brochures so parents can learn about child development and behavioral issues on topics including, but not limited to:

- Homework Help
- Ways Busy Parents Can Stay Involved in their Child's Education
- Helping Your Child Get a Better Education (English/Spanish)

These activities will be coordinated with other community programs such as Hoosier Uplands/Head Start. NLCS and Hoosier Uplands/Head Start work together to coordinate/integrate strategies and conduct a kindergarten readiness meeting each spring to inform and prepare parents with children transitioning to kindergarten. Parents will be notified about opportunities through the individual schools. Parents may call the Title I Office at 812-279-3521 or their local school office at any time to express an interest in a particular workshop or to make suggestions.

The district will continue to provide assistance to Title I schools in meeting all Title I requirements. Staff will attend informational meetings at the NLCS Administration Office, attend two days of training at the end of the school year, be present for professionalism and growth mindset workshops and be provided guidance on RTI and engaging parents and families. A workshop is being planned for Title I parents/staff to take advantage of the Bedford Public Library. We will encourage parents to participate in summer and after-school activities such as the NLCS Free Summer Meals Title I Reading Program.

8. Staff-Parent Communication

Communication with parents will include parent conferences, phone calls, home/school agendas, reports at the end of each grading period, and notes home as well as personal contact at school activities. Parents are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem. Staff will receive training on how to improve home school communication and parents will have an opportunity to participate in these training sessions. NLCS staff makes every effort to have all communication in an understandable format that will meet the needs of all Title I parents. NLCS welcomes parents and encourages them to contact the schools and Title I staff at any time. Parents may also call the NLCS Title I Office, 812-279-3521, at any time.

9. Evaluation

There will be an annual evaluation of the content and effectiveness of the Title I parental involvement program, and parents will be asked for their input. The evaluation will include an assessment of how parental involvement is increasing and what diverse barriers to parental participation still need to be overcome. The school district will revise its parent involvement policy on the basis of this annual review with the assistance of the Parent Advisory Committee. Any comments indicating parents' dissatisfaction with the Title I Program will be considered and addressed. The NLCS Title I Complaint Procedure is located in the NLCS Title I Handbook.

The policy will be coordinated by Title I staff throughout the district and promoted by building principals and teachers. This parent involvement policy was approved by the NLCS School Board on July 26, 2018.