**Local Educational Agency (LEA)/District Level**

**Parental Involvement Plan/Policy**

**Traditional Template**

***NOTE TO THE LEA:*** *School districts, in consultation with parents, may use the sample template below as a framework for the information to be included in their parental involvement policy. School districts are not required to follow this sample template or framework, but if they establish the LEA’s expectations for parental involvement and include all of the components listed under “Description of How District Will Implement Required LEA Parental Involvement Policy Components” below, they will have incorporated the information that Section 1118(a)(2) requires to be in the LEA parental involvement policy. School districts, in consultation with parents, are encouraged to include other relevant and agreed upon activities and actions that will support effective parental involvement and strengthen student academic achievement (This template is available as a downloadable Word document at parents.gadoe.org.)*

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**Local Educational Agency (LEA)/District Level**

 **Parental Involvement Plan/Policy**

***[Insert District Name]***

***[School Year XXXX - XXXX]***

*[Insert Revision Date MM/DD/YYYY]*

In support of strengthening student academic achievement, [Insert name of school district] receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by Section 1118(a)(2) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the LEA’s expectation for parental involvement and describes how the LEA will implement a number of specific parental involvement activities, and it is incorporated into the LEA’s plan submitted to the Georgia Department of Education.

The [Insert name of school district] agrees to implement the following requirements as outlined by Section 1118:

* The school district will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
* Consistent with Section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each include as a component a school-parent compact consistent with Section 1118(d) of the ESEA.
* In carrying out the Title I, Part A parental involvement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.
* If the LEA plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
* The school district will be governed by the following definition of parental involvement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

(A) Parents play an integral role in assisting their child’s learning

(B) Parents are encouraged to be actively involved in their child’s education at school

(C) 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

(D) Other activities are carried out, such as those described in Section 1118 of the ESEA

*DESCRIPTION OF HOW THE DISTRICT WILL IMPLEMENT REQUIRED*

*LEA PARENTAL INVOLVEMENT POLICY COMPONENTS*

# **JOINTLY DEVELOPED**

The \_\_**name of school district**\_\_\_\_\_\_\_\_ will take the following actions to involve parents in the joint development of its LEA parental involvement plan under Section 1112 and the process of school review and improvement under Section 1116 of the ESEA:

*(Describe/List how parents will be involved in the development of the district parental involvement policy, Comprehensive LEA Improvement Plan (CLIP), and how parents will be involved in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan.)*

**TECHNICAL ASSISTANCE**

The \_\_**name of school 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:

*(Describe/List how the district will provide support and technical assistance to all its Title I schools in planning and implementing effective parental involvement practices inclusive of school parental involvement plans, school-parent compacts, and all Title I parental involvement requirements.)*

**ANNUAL EVALUATION**

The \_\_**name of school district**\_\_\_\_\_\_\_\_ will take the following actions to conduct, with the involvement of parents, 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 in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school 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) its parental involvement policies.

*(Describe/List actions for how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)*

**RESERVATION OF FUNDS**

The \_\_**name of school district**\_\_\_\_\_\_\_\_ will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.

*(Describe/List how the district will share with parents the budget for parental involvement activities and programs and how parents will be involved in providing input into how the funds are used.)*

COORDINATION OF SERVICES

The \_\_name of school district\_\_\_\_\_\_\_\_ will coordinate and integrate parental involvement strategies under other programs: *[Insert programs, such as: Head Start, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, state-operated preschool programs, and parent resource centers,]* that encourage and support parents in more fully participating in the education of their children by:

*(Describe/List how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**BUILDING CAPACITY OF PARENTS**

The \_\_**name of school district**\_\_\_\_\_\_\_\_ will, with the assistance of its Title I schools, build parents’ capacity for strong parental involvement by providing materials and training on such topics as literacy training and using technology to help parents work with their children to improve their children’s academic achievement. Assistance will also be provided to parents in understanding the following topics:

* The State’s academic content standards
* The State’s student academic achievement standards
* The State and local academic assessments including alternate assessments
* The requirements of Title I, Part A
* How to monitor their child’s progress
* How to work with educators

*(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student’s academic success.)*

**BUILDING CAPACITY OF SCHOOL STAFF**

The \_\_**name of school district**\_\_\_\_\_\_\_\_ will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals, and other staff on how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between parents and schools by:

*(Describe/List activities such as workshops, conferences, trainings, webinars, and online resources that will be used with school staff to build their capacity to work with parents as equal partners. Include information about how the district and/or schools will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

**BUILDING CAPACITY FOR INVOLVEMENT**

***NOTE TO THE LEA****:* *The LEA parental involvement policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents’ capacity for involvement in the school and school system to support their children’s academic achievement, such as the following discretionary activities listed under Section 1118(e) of the ESEA:*

* Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training
* Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training
* Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
* Training parents to enhance the involvement of other parents
* Maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times or conducting in-home conferences between teachers or other educators who work directly with participating children, with parents who are unable to attend those conferences at school
* Adopting and implementing model approaches to improving parental involvement
* Establishing a LEA parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs
* Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities

***NOTE TO THE LEA****:* *Describe how each discretionary item your district and parents chose will be implemented.*

ADOPTION

This LEA parental involvement policy has been developed jointly and agreed on with parents of children participating in Title I, Part A programs, as evidenced by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

This policy was adopted by the \_\_**name of school district**\_\_\_\_\_\_\_\_ on \_**\_mm/dd/yy\_\_**\_\_\_\_ and will be in effect for the period of \_\_\_\_\_\_\_. The school district will distribute this policy to all parents of participating Title I, Part A children on or before \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *(Signature of Authorized Official)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *(Date)*

***NOTE TO THE LEA:*** *It is not a requirement that the LEA parental involvement policy is signed. This sample template is not an official U.S. Department of Education document. It is provided only as an example.*