

Title I School-Level Parent and Family Engagement Policy Mesa Grande Elementary School

Mesa Grande has developed a written Title I parent and family engagement policy with input from Title I parents and family members. This policy was formed with the help of our School Site Council. It has distributed the policy to parents and family members of Title I students. The school placed a copy of this policy on the internet. A flier was sent home, telling families where it could be located. The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118(c),-(g) inclusive].

Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at Mesa Grande, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 USC 6318 (c)(1)) In the spring, families receive a notice, telling them about this meeting.
- b) The school offers 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 parent involvement. (20 USC 6318 (c)(2)) These will be carried out in an as needed basis.
- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 USC 6318 (c)(3)) This occurs through policies such as this one.
- d) The school provides parents of participating students with
 1. timely information about the Title I program. (20 USC 6318 (c)(4)(A)) This occurs at School Site Council (SSC) meetings, English Language Advisory Committee (ELAC) meetings, and other parent meetings.
 2. a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards. (20 USC 6318 (c)(4)(B)) This information is available at the Title 1 meeting.
 3. 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. (20 USC 6318 (c)(4)(C)) Requests will be handled as necessary.

Building Capacity for Involvement (Parental Involvement Policy continued)

e) if the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. (20 USC 6318 (c)(5)) Comments will be handled as necessary.

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds, the school has established the following practices:

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 USC 6318 (e)(1)) This occurs at SSC, ELAC, and other parent meetings.
- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 USC 6318 (e)(2)) This occurs at SSC, ELAC, and other parent meetings.
- c) The school educates 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; (20 USC 6318 (e)(3)) This type of information is distributed at teacher meetings.
- d) The school, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4)) This information is posted in the front office.
- e) The school ensures that information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parents can understand. (20 USC 6318 (e)(5)) Flyers are translated by HUSD personnel, then sent home to families.
- f) The school provides such other reasonable support for parental involvement activities as parents may request. (20 USC 6318 (e)(14)) These requests will be handled as necessary.

- **Accessibility**

Mesa Grande, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students) including providing information and school reports are provided in a format and language that parents understand. Information about Mesa Grande is available in Spanish. School administration is available for all parents and families, in order to address any concerns. (20 USC 6318 (f))

**It may be helpful to include the parent and family engagement policy review in the annual review of the Single Plan for Student Achievement.*

***The policy must be updated periodically to meet changing needs of parents and family members and the school. If the school has a process in place for involving parents and family members in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents and family members of Title I children.*

