

## **Subject: Title I Parent Involvement**

The Board of Education recognizes the rights of parents or guardians to be fully informed of all information relevant to their children, including children who participate in programs and projects funded by Title I. Therefore, the Board of Education encourages the participation of parents of students eligible for Title I services in all aspect of their child's education, including the development and implementation of district programs. The Bath Central School District shall insure parental involvement and family engagement in these programs by:

### **Building a Capacity for Parent Involvement and Engagement**

Bath Central School District will ensure that all parents/guardians have an opportunity to be involved in our schools in a meaningful manner in order to improve student academic performance. Schools within our district will do the following to promote and encourage involvement and engagement:

a) Provide assistance (materials and information) to parents in understanding topics related to State Learning Standards, State and Local assessments, educational requirements at all grade levels including graduation requirements, how to monitor their child's progress, how to work with educators to improve the academic achievement of their child.

Each school will provide this assistance in ways appropriate for the level of the children served. There will be numerous informational sessions and orientation sessions offered. Documents containing procedures, expectations, and policies: such as, parent/student handbooks will be available in printed form and on the district website. The district will utilize the automated phone call-out system to communicate mass messages to parent regarding important information. The availability of student information in the district database (Schooltool), will be communicated to parents with access provided through the through the Parent Portal.

b) Educate all Bath Central School District staff regarding the value of and how to utilize the contribution of parents/guardians, how to connect with, communicate with, and work with parents as equal partners. Connections with parents will be established in the primary building and strengthen up through the high school years.

c) Coordinate and integrate, to the extent feasible and appropriate, parent/guardian involvement programs and activities with the universal preschool program that encourage parents/guardians to more fully participating in their child's education. UPK teachers establish numerous ways early in the year for parents/guardians to stay informed and involved.

d) Ensure all information relating to school, programs, meetings and other activities is sent to parents in a format and in a language the parents/guardians can easily understand.

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### **Involving Parents/Guardians in the Joint Development of the Title I Plan**

Parents/guardians will be invited to participate in one annual Title I meeting to be held in late spring. The topics discussed will include the following:

- Clear explanation of the purpose of each title funding program
- The amount of funds received for each programs
- How the funds are allocated
- The level of parent/guardian involvement and engagement in school wide activities
- Parent/guardian involvement and engagement requirements as described in applicable law

After discussion, all parents/guardians and stakeholders will be given the opportunity to review, plan and help improve Title I programs. The meeting will end with a question and answer session. All concerns and and suggestions conveyed by parents/guardian will be recorded and addressed in a timely manner.

The literature that will be distributed during this meetings will include:

- Summary of Parent/guardian involvement activities
- Title funding allocations
- Description of current Title I programs and services.

### **Providing the coordination, technical assistance, and support necessary to assist participating schools in planning and implementing effective parent/guardian involvement and engagement activities to improve student academic achievement and school performance.**

The following initiative have been implemented in each school within the Bath Central School District:

#### **Vernon E. Wightman Primary**

- a) UPK and K orientation and first day programs are offered for parents/guardians to help them become familiar with school staff, procedures, and the learning environment.
- b) Annual Open House for parents/guardians to meet school staff and visit classrooms.
- c) Parent-Teacher Conferences are scheduled two times during the school year to give parents/guardians the opportunity to discuss and gather information pertaining to their child's academic performance.
- d) Informational Meeting for students in Title I programs – Rtl program
- e) Weekly folders contain information regarding classroom events, the learning taking place in the classroom, examples of student work, and specific information relating to their child.
- f) The Parent Teacher Association facilitates parent/guardian involvement and engagement in numerous activities.
- g) Standard based report cards are sent home four times, every ten weeks per academic calendar.
- h) Students in Title I programs receive additional reports explaining their progress in the Rtl program to parents/guardians with each report card.
- i) Parents/Guardians are encouraged to request meetings with their child's teacher or other school staff at any time when they have questions or concerns. In addition, teachers, counselors, and administrators are expected to communicate early and often with parents/guardians when concerns arise.

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- j) Parents/guardians are invited to participate in classroom learning activities, field trips, and schoolwide programs.
- k) Elementary Parent Nights – events for families and community members to learn together are offered during the school year, ie. STEM Night.
- l) Trainings and programs offered at the Bath Area Family Resource Center, which is housed in the VEW primary school, is shared with parents on a regular basis.

### **Dana L. Lyon Middle School**

- a) Orientation program for students entering 4<sup>th</sup> grade is offered for parents and students to help them become familiar with school staff, procedures, and the learning environment.
- b) Annual open house for parents/guardians to meet school staff and visit classrooms
- c) Informational Meeting for students in Title I programs – Rtl program
- d) Parent-Teacher Conferences are scheduled two times during the school year to give parents/guardians the opportunity to discuss and gather information pertaining to their child's academic performance.
- e) Progress reports are available at the 5 week point of
- f) Report cards with comments are available through the Parent Portal four times, every ten weeks per academic calendar.
- g) Students in Title I programs receive additional reports communicating their progress in the Rtl program to parents/guardians with each report card.
- h) Parents/Guardians are encouraged to request meetings with their child's teacher or other school staff at any time when they have questions or concerns. In addition, teachers, counselors, and administrators are expected to communicate early and often with parents/guardians when concerns arise.
- i) Parents/guardians are invited when opportunities arise to participate in classroom learning activities, field trips, and schoolwide programs.
- j) Parent Nights – events for families and community members to learn together are offered during the school year, ie. STEM Night.

### **Haverling High School**

- a) Orientation program for students entering 9<sup>th</sup> grade is offered for parents and students to help them become familiar with school staff, procedures, semester block schedule, graduation requirements, and the learning environment.
- b) Annual open house for parents/guardians to meet school staff and visit classrooms
- c) Informational Meeting for students in Title I programs – Rtl program
- d) Guidance Department offers numerous programs and information sessions during the school year for parents/guardians to attend with their child, such as, annual college fair, college planning, and completing financial aid forms
- e) Parents/Guardians are invited to participate in individual scheduling meetings that take place each year with the student's guidance counselor
- f) Parent-Teacher Conferences are scheduled as needed at the request of the parents or school staff to discuss information pertaining to their child's academic performance.
- g) Report cards with comments are sent home six times, every 6 weeks per academic calendar.
- h) Students in Title I programs receive additional reports communicating their progress in the Rtl program to parents/guardians with each report card.

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- i) Teachers, counselors, and administrators are expected to communicate early and often with parents/guardians when concerns arise.
- j) At-Risk counselor assists parents with efforts to keep students in school and prevent drop-outs.

Other activities that promote parent/guardian involvement and engagement (but not limited to):

- a) Events for parents at the Bath Area Family Resource Center to acquire additional skills in helping their children learn are advertised and promoted in all buildings. The Bath Area Family Resource Center is housed in the Primary building on campus.
- b) Annual Districtwide Art Show – artwork from all students in grades UPK-9 and those upper level students taking art courses in the high school is on display for parents/guardians and the community each spring.
- c) Athletic Events / Musical Performances
- d) District Committees – parent representatives on various committees; such as, Wellness Committee and Districtwide planning committee.

### **Conducting, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental and family engagement policy in improving the academic quality of Bath Central School District, including the identification of barriers to improving the participation by parents in activities authorized by Title I.**

- a) The finds of such evaluation will be published and made available for review by parents/guardians, and will be used to design strategies for more effective parent/guardian involvement.
- b) Bath CSD will make available a copy of the Parent and Family Engagement Policy to all parents as required by law.
- c) The policy will also be made available to parent/guardians and the local community on the school's website.

In carrying out the parental involvement requirements, the district and schools, to the extent practicable, shall provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language the parents/guardians understand.

### **Procedures for Filing Complaints/Appeals**

The District will disseminate free of charge to parents/guardians of children of Title I programs, and to appropriate private school officials or representatives, adequate information regarding the District's written complaint procedure for resolving issues of violation(s) of a Federal Statute or regulation that applies to Title I, Part A programs.

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**School-Level Parent Involvement Policy**

Representatives from each school within the Bath Central School District were involved in the creation of this policy and will adopt this as their own school-level policy. Procedures outlined will be followed within each school of the Bath Central School District.

Title I of the Elementary and Secondary Education Act of 1965(ESEA) as reauthorized by the Every Student Succeed Act (ESSA) of 2015.

20 USC Sections 6318 and 6321  
34 CFR Parts 74-86, 97-99, and 200

Adopted: 7 /12/2018