

Title I Parental Involvement
Most Frequently Asked Questions and Answers
School Parent Involvement Policy Requirements

[What does No Child Left Behind \(NCLB\) say about parent involvement?](#)

Parent involvement has always been a critical part of Title I. Elementary and Secondary Education Act of 1965 (ESEA), parent involvement has a specific statutory definition for parental involvement. NCLB defines parent involvement as the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that:

- Parents are key to assisting their child's learning
- Parents are encouraged to be actively engaged in their child's education at school
- Parents are equal 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
- Other activities are carried out, such as those described in section 1118 of the ESEA (Parent Involvement)

[Title I, Part A schools must develop what parental involvement documents?](#)

No Child Left Behind (NCLB) requires that each school must develop, jointly with parents of children participating in Title I, Part A services, a written school parent involvement policy that describes how the school will carry out the parent involvement requirements in section 1118(c) – (f), including the development of a school-parent compact.

[What meetings must schools provide to inform parents about Title I, Part A programs and parent involvement?](#)

Each school served under Title I, Part A must convene an annual meeting to inform parents of their school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in those programs. This meeting must be at a time convenient for parents. In order to keep parents informed, schools should invite all parents of children participating in Title I, Part A programs and encourage them to attend. Schools must offer a flexible number of extra parent involvement meetings, such as in the morning or evening so that as many parents as possible are able to attend.

Are schools required to use a certain template to develop their policy?

It is not required for Schools to use any particular templates in creating their parent involvement policy. Regardless of the format, school's parent involvement policy must be a written document that addresses all the requirements of section 1118(b) to be compliant with Title I, Part A requirements. See the School Parental Involvement Policy Checklist which should be used to ensure that school policies contain all required components.

How should a school's policy describe the requirements of the parent involvement policy?

The policy should be concise and parent-friendly. There is no required format for policies. This information may be incorporated in the policy as narrative or through the use of charts. The school policy should clearly describe:

- what each activity will be
- who will be doing each activity
- when each activity will take place (generally)
- how success of each activity will be measured

Can the school use an existing school or district parent involvement policy?

If the school or district already has a parent involvement document that applies to all parents, the school may amend that existing policy, as necessary, to meet the requirements of section 1118(b). What is important is that the policy addresses all the requirements of Title I Part A. Parents must be involved in the process of creating a school parent involvement policy, and parents must be a part of any decision to revise an existing policy.

Do school parent involvement policies need to be approved by the school board?

No, school parent involvement policies do not need to be approved by the school board. Local Education Agencies (LEA) should not allow the term "policy" to become a hindrance in adopting a school parent involvement policy. Schools may refer to the school parent involvement policy as a "plan" rather than a "policy."

How often are schools obligated to update parent involvement policies and compacts?

Schools are required to update these policies periodically to meet the changing needs of parents and the school. Schools should review the content and effectiveness of the school's parent involvement activities on an annual basis.

What distribution and notification requirements apply for school parent involvement policies?

Each school served under Title I, Part A must notify parents of its written parent involvement policy. Notification must be in an understandable and uniform

format, including alternative formats upon request, and, to the extent practicable, provide the notice and the policy in a language the parents can understand. The entire parent involvement policy must be directly shared with to parents by means such as during meetings, mail, e-mail, or backpack. A school may choose to distribute the policy through a school booklet, such as in the school code handbook or agendas. In addition to direct dissemination, the school may also wish to include the parent involvement policy on the school's Web site. Each school also must make its written parent involvement policy available to the local community.

[How can districts and schools ensure that parents are involved in the development of the school's parent involvement policy?](#)

In developing school-level parent involvement policies, the school should contact parents and ask for their collaboration in developing or revising the school's policy. Schools may wish to create a committee, task force, parent council, or parent involvement team. Many schools have a team like this already in place. The district should assist schools in reaching out to parents for their collaboration. The district is responsible for ensuring each Title I school has a parent involvement policy that was jointly developed with parents. Districts may wish to annually collect these policies and meeting announcements, agendas, sign-in sheets, and minutes for the purpose of documentation. Districts should use School Parent Involvement Policy Checklist when working with schools to ensure policies contain all required components.

[How can schools and LEAs enhance parent involvement and participation in school meetings, conferences, and activities?](#)

LEAs and school staff should be educated on the value of parent involvement and how to establish and support family involvement. Schools may receive training on best practices for parent involvement from Florida's Parental Information and Resource Centers (PIRCs).

Additionally, schools may increase parent participation by paying reasonable and necessary expenses associated with local parent involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions. Schools and LEAs should arrange school meetings at a variety of times. For parents who are unable to attend conferences at school, schools may arrange for and conduct in-home conferences between teachers or other educators who work directly with participating children and the children's parents. Schools also may provide training to parents in how to enhance the involvement of other parents.

[What is a "school-parent" compact?](#)

The school-parent compact is a component of the written parent involvement policy. A school-parent compact is a written agreement between the school and the parents of children participating in Title I, Part A programs that identifies the activities that the parents, the entire school staff, and the students will undertake to share the responsibility for improved student academic achievement. In addition, the school-parent compact outlines the activities that the parents, school staff, and students will undertake to build and develop a partnership to help the children achieve high academic standards. See Appendix A for a template of a school-parent compact included in the school parent involvement policy template.

[What are Parental Information and Resource Centers?](#)

Parental Information and Resource Centers (PIRC) were established by the United States Department of Education (US ED) in 1995 to provide parents, schools, and organizations with training, information, and technical assistance to understand how children develop and what they need to succeed in school. LEAs or Title I schools must inform parents and parent organizations of the existence and purpose of the state's PIRCs.

New Mexico has one Parent Information Centers. For more information regarding the New Mexico PIRC at Parents Reaching Out please visit their Web site at:

<http://www.parentsreachingout.org/programs/pirc/program/>