

Title I School-Level Parent Involvement Policy

Hayes Elementary

Hayes is in the process of developing a written Title I parental involvement policy with input from Title I during the 2020/2021 school year. The School Site Council and English Learner Advisory Committee will also provide input and approval of the Title I Parent Involvement Policy. We will provide this policy to all parents of Title I students and will make it available online at the school's website.

The policy describes the means for carrying out the following Title I parental involvement requirements [*Title I Parental Involvement, 20 USC 6318(a)-(f)*]:

Involvement of Parents in the Title I Program

The school will conduct the following activities to involve parents in the Title I Program:

- a) **Convene an annual meeting to inform parents of Title I requirements and their right to be involved in the Title I program.** Hayes will hold a general Title I meeting for all parents in the beginning of the school year. At the meeting, parents are informed about the school's participation in the Title I program, the requirements of Title I, and the right of parents to be involved.
- b) **Offer a flexible number of meetings for parents of Title I students.** Hayes will hold meetings with all parents at least three times per year: Back to School Night, Open House and English Learner/Title I Orientation. Title I-Parent Involvement funds are used to provide translation, child care, snacks, home visits, and other services to support parent involvement. The school holds open meetings with the School Site Council, English Learner Advisory Committee, and other parent committees six times per year.
- c) **Involve parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the Title I parental involvement policy.** Each year, Hayes will hold meetings with parents of Title I students, parents of English Learners, migrant parents and parents of students with disabilities to plan, review, and evaluate the Title I program, including the school parental involvement policy and the Single Plan for Student Achievement. Parents can submit comments on the schoolwide program to the district if they do not find the plan to be satisfactory.
- d) **Provide parents of Title I students with timely information about Title I programs. The school will use various means to provide parents with timely information about Title I Programs, such as letters, flyers, written handouts, phone calls, home visits, and informational meetings.** All documents addressed to parents are written in English, Spanish, and Vietnamese. The Parent Square System is used to ensure that all parents receive information about parent meetings, parent education programs, Title I programs, parent-teacher conferences, and school and district events. Hayes provides an adequate number of professional translators/interpreters who can perform two way translations to facilitate the communication between school staff (administrators, teachers, office staff) and families at all events.
- e) **Provide parents of Title I students with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet.** All parents receive an explanation during parent-teacher conferences and family literacy/math nights, at least three times per

year, about the curriculum used at the school, content standards, academic assessments used to measure student progress, and the proficiency levels students are expected to reach.

- f) **Provide parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.** All parents are invited and encouraged to participate in school decision making by attending parent meetings, making suggestions, volunteering at school, participating in their child's class, observing classroom activities, and serving on district and school committees such as School Site Council, English Learner Advisory Committee, Parent Advisory for Gifted and Talented Education, Hayes Home and School Club, District Advisory Committee, District English Learner Advisory Committee, Hispanic Parent, and other leadership groups. Hayes and Oak Grove School District provide regular meetings, training and parent education programs to help parents develop their leadership skills and enhance their knowledge to successfully support their child's education.

School-Parent Compact

A proposed plan for all parents of Title I students might look like a Pledge for Student Success (Compact) that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It would describe specific ways the school and families will partner to help children achieve the State's high academic standards. It would address the following legally required items, as well as other items suggested by parents of Title I students.

- a) The school's responsibility to provide high-quality curriculum and instruction.
- b) The parents' responsibility to support their child's learning.
- c) The importance of ongoing communication between parents and teachers through annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program.

Each year, Hayes would hold a meeting with all parents and the School Site Council/ELAC to review and approve the School-Parent Compact. The compact would be mailed to the parents' home in the beginning of the school year. The compact is signed by the student, and the parent and is kept on file at Hayes. The compact is discussed in relation to the individual child's achievement during the parent-teacher conferences.

Building Capacity for Involvement

Hayes engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school will:

- a) Assist Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their child. Hayes provides opportunities for parent-teacher interactions and establishes parent-school-community partnerships to improve student achievement such as family literacy and math nights, parent-teacher conferences, parent meetings, back to school night, open house, etc.
- b) Provide materials and training to help Title I parents work with their children to improve their child's achievement. Hayes provides education in programs, trainings and materials for all parents such as the PPP Parenting programs through Alum Rock Counseling. Gallery Walks in the SEAL classrooms allow parents to get a better understanding of what their children are learning daily.

- c) Educate staff, with the assistance of Title I parents, in the value of parent contributions and how to work with parents as equal partners. Each year, the school staff receives training on the importance of involving parents at school and how to partner with parents to improve student achievement.
- d) Coordinate and integrate the Title I parental involvement program with other programs and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their child. Hayes will coordinate and integrates the Title I parent involvement program with other parent involvement programs available at the school and community, such as the After School Education and Safety (ASES) Program. The school establishes collaborative partnerships with community agencies to provide additional resources for parents to support their child's education, such as Boys and Girls Club,
- e) Distribute to Title I parents information related to school and parent programs, meetings, and other activities in a form and language that the parents understand. The school distributes all information to parents in a written, visual, and oral form in English, Spanish, Vietnamese and other languages, whenever possible.
- f) Provide support for parental involvement activities requested by Title I parents. The school provides all parents with free access to school facilities, translation, materials and resources to parents to facilitate their parent involvement activities. The school hires a bilingual community liaison to connect families with community organizations and facilitate resources in the community to support parent participation in their child's education.

Accessibility

The school provides opportunities for all Title I parents to participate, including parents with limited English proficiency, and parents with disabilities. This includes providing information and school reports in a form and language parents understand. The school uses various means of communication to reach out to our diverse parents, such as the Parent Square System, audiovisuals, personal phone calls, home visits, informational meetings, flyers, letters, handouts, and others. Special accommodations and materials are provided for persons with disabilities, and parents who speak a language other than English. The school report cards, parent letters, brochures, and all communications for parents are provided in English and Spanish and other languages, whenever possible.