

# POLICY

## Lower Township Board of Education

Section: Program  
2415.04a. Carl T. Mitnick Title I School Parental Involvement  
Date Created: February 2013  
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### DESCRIPTION OF HOW THE CARL T. MITNICK SCHOOL WILL IMPLEMENT REQUIRED SCHOOL-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

Below is a description of how the school will implement or accomplish each of the following components outlined below (Section 1118(a)(2), ESEA):

1. The school will take the following actions to involve parents in the joint development of its school-wide parental involvement plan under Section 1112 of the ESEA:
  - a. Invite all Title I parents to an annual planning meeting.
  - b. Provide for input through a program planning/evaluation survey.
  - c. Confer with parents during district conference periods and through other meetings as requested by parents.
2. The school will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
  - a. Invite all Title I parents to an annual planning meeting.
  - b. Provide for input through a program evaluation survey.
  - c. Involve Title I parents on the School Site Based Planning Team.
3. The school 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 pupil academic achievement and school performance:  
The NCLB Coordinator and/or Principal will attend training and turn-key to district personnel and parents.
4. The school will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: (Such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:  
Providing parents with information and resources to assist students in academic achievement and school performance including literacy and math resources for at-home use.
5. The school 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 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.
  - a. An annual survey will be distributed to the parents of all Title I students by the Title I coordinator and will be posted on the district web site.
  - b. The survey will be shared and discussed with parents at the annual evaluation meeting by the NCLB coordinator and the Title I school principal.
  - c. The NCLB coordinator and the Title I school principal will consider the survey results in revising the parent involvement activities with special attention to barriers that might inhibit participation.

The school will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve pupil academic achievement, through the following activities specifically described below:

1. The school will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described below:
  - New Jersey's academic content standards;
  - New Jersey's pupil academic achievement standards;
  - The New Jersey and local academic assessments including alternate assessments;
  - The requirements of Part A;
  - How to monitor their child's progress; and
  - How to work with educators.
  - a. Title I parent meetings.
  - b. Parent-Teacher conferences.
  - c. District web site postings.
2. The school will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
  - a. Providing take home literacy and math materials.

- b. Providing online access to literacy and math materials.
  - c. Providing online access to resources through the school library site.
3. The school will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, Principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Conducting annual training at the school level on strategies to increase parent involvement.
4. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in fully participating in the education of their children, by:
- a. Providing parents with materials for at-home use.
  - b. Providing parents with online access to literacy and math materials consistent with the grade level curricula.
  - c. Provide parents with strategies for supporting and encouraging their child’s academic achievement at conferences and/or meetings.
5. The school will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- a. Notices sent home in the parent communication folders.
  - b. Notices posted on the district web site.
  - c. Provision for translators as practicable.

**ADOPTION**

This Carl T. Mitnick School Parental Involvement Policy has been developed jointly, and agreed on with parents of children participating in Title I, Part A programs. This Policy will be distributed to all parents of participating Title I, Part A children in an understandable and uniform format and, to the extent practicable, in a language the parents understand, at the beginning of each school year or when the child is determined eligible and begins participating in Title I, Part A programs.

United States Department of Education Non-Regulatory Guidance – Appendix D- District-Wide Parental Involvement Policy

Adopted: 26 February 2013