

**Manchester Local School District Title I Parent Involvement Policy/Plan**  
**August 1<sup>st</sup>, 2021**

**PART I. GENERAL EXPECTATIONS**

The expectation of Manchester Local Schools is to sustain parent involvement in all phases of the educational process, including Title I programs.

The Manchester Local School District agrees to implement the following statutory requirements: Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies/plans meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.

Schools will notify parents of the policy/plan in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy/plan will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the Manchester Local School District.

The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools. The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

**The Board believes that parental involvement is an important part of the educational program. Current research indicates that a home-school partnership and greater involvement on the part of parents in the education of their children generally result in higher achievement scores, improved student behavior and reduced absenteeism. All parents and foster caregivers are encouraged to take an active role in the education of their children or foster children.**

**The Board directs the administration to develop along with parents and foster caregivers the necessary regulations to ensure that this policy is followed and that parental involvement is encouraged. The regulations are to:**

- 1. encourage strong home-school partnerships;**
- 2. provide for consistent and effective communication between parents or foster caregivers and school officials;**
- 3. offer parents or foster caregivers ways to assist and encourage their children or foster children to do their best; and**
- 4. offer ways parents or foster caregivers can support classroom learning activities.**

## **PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY / PLAN COMPONENTS**

NOTE: The School Parental Involvement Policy/Plan must include a description of how the district will implement or accomplish each of the following components. *[Section 1118, ESEA.]*

1. The Manchester Local School District will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

**A public notice will be sent via Manchester Local School's website and the local newspaper inviting interested participants to attend a meeting for the policy planning and review.**

2. The Manchester Local School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

**Collaborative meetings will be held between parents and administration for policy planning and review of current policy within the three (3) year implementation period.**

3. The Manchester Local School District will hold an annual meeting to inform parents of the 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 Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

**Manchester Local School District will send out a public notice via Manchester Local School District's website and the local newspaper inviting community members, parents, etc. to attend the Title 1 meeting.**

4. The Manchester Local School District will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

**Title 1 notifications will be posted on Manchester Local School District's website at the beginning of each school year. When new curriculum materials are expected to be ordered, the building principals will schedule a meeting to solicit input from parents regarding these purchases. These meetings will include a description and explanation of curriculum materials that are to be ordered.**

5. The Manchester Local School District will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

**Manchester Local School District will work collaboratively with all parents and schedule such meetings at the convenience of both parties. These meetings may occur during Parent/Teacher Conferences, Open House, or scheduled times throughout the school year.**

6. The Manchester Local School District will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

**Manchester Local School District will distribute all assessment reporting materials to parents once received from the Ohio Department of Education or other testing agency.**

7. The Manchester Local School District will take the following actions to provide each parent timely notice: when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

**Manchester Local School District will send out letter notifications to parents should the aforementioned occur.**

8. The Manchester Local School District will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- the state's academic content standards,
- the state's student academic achievement standards,
- the state 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:

**Manchester Local School District will provide assistance to parents by scheduling meetings as requested. Information may also be disseminated at Parent/Teacher Conferences, Open House, or other scheduled meetings throughout the school year. Manchester Local School District may provide resources and information to parents via State & Federal Programs websites, printed materials, as well as researching classes and workshops for parents to attend.**

9. The Manchester Local School District 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:

**The teachers of Manchester Local School District will work collaboratively with parents throughout the school year to provide necessary materials and tips they may utilize to assist their child to achieve his or her highest academic potential.**

10. The Manchester Local School District will, with the assistance of its 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:

**Manchester Local School District will solicit input from parents and administration on how best to collaborate and communicate effectively with all parents during the annual Title 1 Public Meeting.**

11. The Manchester Local School District 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, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

**Manchester Local School District will encourage parental involvement through the 21<sup>st</sup> Century Community Learning Centers (CCLC) grant program, which provides resources and educates parents on how better become involved in their child's educational experience.**

12. The Manchester Local School District will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

**Manchester Local School District will send all notifications involving any of the aforementioned activities via one or more of the following ways:**

- 1. Students**
- 2. Mail**
- 3. Email**
- 4. Local Newspaper**
- 5. Landline (one-call system)**
- 6. Any other method preferred by the parent**

### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY/PLAN COMPONENTS**

NOTE: The School Parental Involvement Policy/Plan may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

### **PART IV. ADOPTION**

This School Parental Involvement Policy/Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by

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This policy/plan was adopted by the Manchester Local School District on August 1<sup>st</sup>, 2020 and will be in effect for the period of three (3) years. The school will distribute this policy/plan to all parents of participating Title I, Part A children on or before August 1<sup>st</sup>, 2020.

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*(Signature of Authorized Official) (Date)*

**(This school policy/plan need NOT be board approved-same as the district policy under the New Regulations 10-08)**