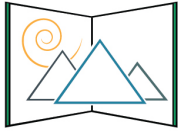




POLICY - 700.3 EXHIBIT-1	PARENT INVOLVEMENT PROCEDURES (TITLE I)	
	ADMIN REG: 700.3-1	APPROVED: 12.6.11
<p><u>Explicit Pathways to College and Career Readiness:</u></p> <p>Canyons School District is committed to work with parents of Title I students to ensure that the District’s goals relative to parental involvement in Title I programs and activities are developed and made available to all interested parties.</p> <ol style="list-style-type: none"> 1. In cooperation with community stakeholders, the District Administration is committed to conveying college and career ready pathways to students, families, and educators. In this effort the Administration encourages: <ol style="list-style-type: none"> 1.1. Parents/Guardians to participate on District committees, as appropriate. 1.2. Parents/Guardians to volunteer as opportunities are provided. 1.3. Parents/Guardians to provide a home environment that values education and send their children to school prepared to learn. 1.4. Employers to recognize the need for parents/guardians and members of the community to participate in the public education system in order to help students achieve and maintain excellence. 		
		APPROVED: 12.6.11
<p><u>District-Level Title I Parent Involvement Plan</u></p> <p>The purpose of Title I is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging State academic achievement standards and State academic assessments. The Canyons School District (CSD) District-Level Title I Parent Involvement Plan is a set of procedures in working to meet Title I objectives.</p> <p>The District-Level Title I Parent Involvement Plan Components</p> <ol style="list-style-type: none"> 1. Procedures to involve parents in the development of the District-Level Title I Parent Involvement Plan. 2. Procedures to involve parents in the process of school review and improvement. 3. District coordination and technical assistance for planning and implementation of parent involvement activities to improve academic achievement and school performance. 4. District coordination and integration of Title I parental involvement strategies with parent involvement strategies under other programs. 5. Building school and parent capacity for strong parent involvement. 6. Procedures to involve parents in decisions of how Title I, Part A funds reserved for 		



parent involvement are spent.

7. Procedures for notification and publication of information for school and parent-programs, meetings, and other activities.
8. An annual evaluation of the District Title I Parent Involvement Plan.

District Title I Parent Involvement Component Action Steps

1. The District will take the following actions to involve parents in the development of the District-Level Title I Parent Involvement Plan.
 - 1.1. Convene a District-Level Title I annual meeting.
 - 1.2. Title I schools will submit names of parents to serve on the District-Level Parent Involvement Committee/Parent-Advisory Group.
 - 1.3. Identified parents will receive an invitation to participate.
 - 1.4. Principals, School Title I Specialists, and District staff will also serve on the Committee.
 - 1.5. Information will be prepared for Committee review and input.
2. The District will take the following actions to involve parents in the process of school review and improvement.
 - 2.1. Each school will develop a school improvement plan to be reviewed by parents before submission to the District.
 - 2.2. The school will keep records of parent signatures involved in the process.
 - 2.3. The District will provide information on effective ways to make school plans available to the public.
3. The District will coordinate and provide for technical assistance for the planning and implementation of parent involvement activities to improve student academic achievement and school performance.
 - 3.1. The District-Level Title I Parent Involvement Committee will provide schools with suggestions on ways to involve parents.
 - 3.2. The District's Title I Department may provide assistance for parent involvement activities held at Title I schools.
4. The District will coordinate and integrate Title I parental involvement strategies with parent involvement strategies under other programs.
 - 4.1. The District will align services between schools and specific programs, as parent involvement strategies are coordinated with other District departments.
 - 4.2. The District will provide information on resources for schools to use through the year as schools involve parents in classrooms, at conferences, and school activities.
5. The District will assist individual schools to build school and parent capacity for strong parent involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and community to improve student achievement. District assistance may include the following activities:
 - 5.1. Provide assistance to Title I parents as appropriate in understanding standards, state, and local assessments, and how to monitor a child's programs working



- with educators to improve student achievement.
- 5.2. Providing materials on literacy training and how to use technology, to help parents work with their children to improve academic achievement.
 - 5.3. Parent meetings to discuss academic standards, types of assessments, No Child Left Behind (NCLB), Title I, and after-school and extended-school year tutoring programs.
 - 5.4. Parent meetings and training seminars/workshops held at different times during the day to accommodate parents' needs.
 - 5.5. Other reasonable support activities.
6. The District 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:
- 6.1. Conducting annual parent Title I meetings to inform parents of their participation in Title I, the Title I involvement requirements, and their rights to be involved;
 - 6.2. Hold additional meetings devoted specifically to addressing an understanding of academic standards, assessment, enrichment and remediation for parents to support their children.
 - 6.3. Communicating to parents updates and changes to federal and state policies, assessments, and mandates of NCLB.
 - 6.4. Jointly with parents, reviewing school-parent-student compacts outlining how parents, the entire school staff and students share in the responsibility for improved student achievement.
7. The District will assist schools in effective ways to involve parents in decisions of how Title I, Part A funds reserved for parent involvement are spent.
8. The District will ensure information related to school and parent-programs, meetings, and other activities, is publicized to parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language that parents can understand:
- 8.1. Mailings
 - 8.2. E-mails
 - 8.3. Newsletters
9. An annual evaluation of the District Title I Parent Involvement Plan.
- 9.1. The District will involve parents in the review of the District Title I Parent Involvement Plan as outlined in the KB-R - Exhibit-1 Document.
 - 9.2. The District will work with parents to identify barriers to parent involvement.



School Level Parent Involvement Activities:

1. **School-Level Parent Involvement Policy:** Each Title I school is to develop and distribute a written parent involvement policy tailored to the individual school.
 - 1.1. This policy should include, but is not limited to the following elements:
 - 1.1.1. An annual meeting to explain the Title I program to parents and inform them of their right to be involved in the program;
 - 1.1.2. Offer a flexible number of meetings;
 - 1.1.3. Involve parents in an organized way, ongoing and timely way, in planning, review and improvement of Title I programs.
 - 1.2. Provide timely information about its Title I programs to parents, describe the curricula, and student assessments and proficiency levels students are expected to meet, respond properly to parent suggestions and (if requested) provide opportunities for regular meetings where parents can provide input.
 - 1.3. Provide an opportunity for parents to submit comments regarding the school's Title I parent involvement policy and program activities.
2. **School-Level Parent-School Compacts:** The Parent-School Compact is a tool to encourage parents to work in partnership with school personnel to help their children improve academic achievement and proficiency on State and District assessments. Compacts should include:
 - 2.1. Information on how a parent may participate in their child's learning.
 - 2.2. Information on how communication between teachers and parents will occur throughout through the year, such as progress reports and access to teachers and administrators.
 - 2.3. Other items parents, teachers, and administrators or students feel are appropriate and useful. Individual school personnel are encouraged to customize compacts to address individual school needs.
 - 2.4. Notification and Publication
 - 2.4.1. Each school will provide information to parents that they have the right to request timely information of their child's classroom teachers.
 - 2.5. Each school shall provide information and school reports in an understandable and uniform format and, to the extent practicable, in a language parents understand.

This online presentation is an electronic representation of approved Canyons School District's departmental procedures. It does not reflect updating activities in progress. The official, authoritative procedures are available for inspection in the office of the Superintendent located at 9361 South 300 East Sandy, UT 84070.