

6000 INSTRUCTION

6020 **TITLE I PROGRAMS – PARENT INVOLVEMENT**

The Marin County Board of Education recognizes that parents/guardians are their children's first and most influential teachers and that continued parental involvement in the education of children contributes greatly to student achievement and a positive school environment.

The Board believes that the education of the district's students is a shared responsibility. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of students at each school site, including the means by which the schools and parents/guardians can help students achieve academic and other standards of the school.

Within this framework, the school's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school.

The LEA policy on parent involvement for all schools (Title I and non-Title I) in the LEA is consistent with the following goals and purposes: (EC §§ 11502, 11503, 11504, 11506).

- a) Help parents develop skills to use at home that support their children's academic efforts and social development.
- b) Provide parents with techniques and strategies that they may utilize to improve their children's academic success and to assist their children in learning at home.
- c) Build consistent and effective communication between the home and the school so parents may know when and how to assist their children in learning at home.
- d) Train teachers and administrators to communicate effectively with parents.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school.

In order to engage parents/guardians positively in their children's education, the Superintendent or designee shall ensure that staff members at each school:

1. The LEA receiving Title I, Part A funding has developed jointly with parents who agreed on it, and distributed to parents of participating children, a written parental involvement policy describing how the LEA:

- a) Involves parents in the joint development of the LEA Plan and in the process of school review and improvement. (20 U.S.C. § 6318 (a)(2)(A).)

- b) Provides coordination, technical assistance, and other support to assist schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance. (20 U.S.C. § 6318 (a)(2)(B).
  - c) Builds school and parent capacity for strong parental involvement. (20 U.S.C. § 6318 (a)(2)(C).)
  - d) Coordinates and integrates Title I, Part A parental involvement strategies with parental involvement strategies of other programs. (20 U.S.C. § 6318 (a)(2)(D).)
  - e) Conducts, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents in Title I activities; uses the findings of the evaluation to design strategies for more effective parental involvement; and revises, if necessary, the Title I parental involvement policies. (20 U.S.C. § 6318 (a)(2)(E).
  - f) Involves parents in activities of schools served by Title I. (20 U.S.C. § 6318 (a)(2)(F).)
2. Inform parents/guardians that they can directly affect the success of their children's learning and provide them techniques and strategies that they may use to improve their children's academic success and help their children in learning at home.
  3. Initiate consistent and effective two-way communication between the home and school so that parents/guardians may know when and how to help their children in support of classroom learning activities.
  4. Receive training that fosters effective and culturally sensitive communication with the home.
  5. Encourage parents/guardians to serve as volunteers in the school, including providing assistance in the classroom with the approval and under the direct supervision of the teacher, attending student performances and school meetings, and participating in school site councils, advisory councils and site-based management leadership teams, in accordance with any rules and regulations governing membership in these organizations.

#### References:

- cf. 6154 – Homework/Make-Up Work
- cf. 5124 – Communication with Parents/Guardians
- cf. 5145.6 – Parent Notification
- cf. 5022 – Student and Family Privacy Rights
- cf. 4131 – Staff Development
- cf. 4231 – Staff Development
- cf. 4331 – Staff Development
- cf. 0420 – School Plans/Site Councils
- cf. 0420.1 – School-Based Program Coordination
- cf. 0420.5 – School-Based Decision Making
- cf. 1220 – Citizen Advisory Committees
- cf. 1240 – Volunteer Assistance

cf. 1250 – Visitors/Outsiders  
 cf. 6171 – Title I Programs

Education Code:

11500-11506 Programs to encourage parental involvement  
 33126 School Accountability Report Card  
 35291 Disciplinary rules  
 48070.5 Promotion and retention of students  
 48985 Notice to parent in language other than English  
 49091.10-49091.19 Parental review of curriculum and instruction  
 51101(a)(3) and (14) Rights of parents and guardians to information

Labor Code:

230.8 Time off to visit child's school

Management Resources:

0928.90 Guidelines for the development of policies on parent involvement, SPB: 90/91-3  
 Web Sites: CSBA: <http://www.csba.org> CDE: <http://www.cde.ca.gov>

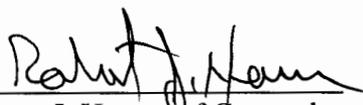
SBE Policies

Parent Involvement in the Education of Their Children, 1994 (3/91) 6/96  
 Parent Rights and Responsibilities  
 49602 – Confidentiality of Pupil Information  
 51100-51102 Parent/guardian rights  
 51513 Personal Beliefs  
 60510 Disposal of Surplus instructional Materials

United States Code, Title 20

1232g Family Educational Rights and Privacy Act  
 1232h Protection of Pupil Rights

Approved as to form:

  
 Robert J. Henry, of Counsel

6-11-13  
 Dated

Approved by the  
 Marin County Board of Education: 5/9/06; 6/11/13

MARIN COUNTY OFFICE OF EDUCATION  
ADMINISTRATIVE RULES AND REGULATIONS

**INSTRUCTION  
TITLE I PROGRAMS  
PARENT INVOLVEMENT  
(Board Policy 6020)**

Each school receiving Title I funds shall develop a written policy on parent involvement. The policy shall be developed jointly with and agreed upon by parents/guardians of participating students and shall describe the means by which the school shall:

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved
2. Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care and/or home visits may be provided as such services relate to parent involvement
3. Involve parents/guardians in an organized, ongoing and timely way in the planning, review and improvement of Title I programs, including the planning, review and improvement of the school parent involvement policy and the joint development of the plan

The school may use an existing process for involving parents in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.

4. Provide the parents/guardians of participating students all of the following:
  - a. Timely information about Title I programs
  - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
  - c. If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians
5. If the program plan is not satisfactory to the parents/guardians of participating students, submit any parent/guardian comments when the school makes the plan available to the district
6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

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This compact shall address:

- a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards
- b. Ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion and television viewing; volunteering in the classroom; and participating, as appropriate, in decisions related to their children's education and positive use of extracurricular time
- c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:
  - (1) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the student's achievement
  - (2) Frequent reports to parents/guardians on their children's progress
  - (3) Reasonable access to staff and to observe classroom activities, opportunities to volunteer and participate in their child's class, including providing assistance in the classroom with the approval and under the direct supervision of the teacher
7. Help parents/guardians understand such topics as the state's academic content standards and state student academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children
8. Provide materials and training to help parents/guardians work with their children to improve their children's achievement, such as literacy training and using technology as appropriate to foster parent involvement
9. Educate teachers, student services personnel, principals and other staff, with the assistance of parents/guardians, in the value and utility of contributions of parents/guardians and in how to reach out to, communicate with and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools
10. Insofar as feasible and appropriate, coordinate and integrate parent involvement programs and activities with other programs, including those specified in law, and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in more fully participating in their children's education
11. Ensure that information related to school and parent/guardian programs, meetings and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand

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12. Insofar as practicable, provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities and parents/guardians of migratory children, including providing information and school reports required under 20 USC 6311, in a format and language such parents understand
13. Provide other reasonable support for parent involvement activities as requested by parents/guardians

In addition, the district and/or participating schools may use Title I funds to:

1. Involve parents/guardians in the development of training for teachers, principals and other educators to improve the effectiveness of such training
2. Provide necessary literacy training when the district has exhausted all other reasonably available sources of funding for this purpose
3. Pay reasonable and necessary expenses associated with local parent involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions
4. Train parents/guardians to enhance the involvement of other parents/guardians
5. Arrange school meetings at a variety of times or, when parents/guardians are unable to attend such conferences at school, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students
6. Adopt and implement model approaches to improving parent involvement
7. Establish a districtwide parent advisory council to provide advice on all matters related to parent involvement in Title I programs
8. Develop appropriate roles for community-based organizations and businesses in parent involvement activities

Each school's parent involvement policy shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand.

The school's policy shall be updated periodically to meet the changing needs of parents/guardians and the school.

Parents/guardians of participating students shall be involved in deciding how Title I funds reserved for parent involvement activities will be allotted.