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**INSTRUCTION**

**6:170 Title I Programs**

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

Title I Parent and Family Engagement

The District maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.

*District-Level Parent and Family Engagement Compact*

The Superintendent or designee shall develop a *District-Level Parent and Family Engagement Compact* according to Title I requirements. The *District-Level Parent and Family Engagement Compact* shall contain: (1) the District's expectations for parent and family engagement, (2) specific strategies for effective parent and family engagement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

*School-Level Parent and Family Engagement Compact*

Each Building Principal or designee shall develop a *School-Level Parent and Family Engagement Compact* according to Title I requirements. This *School-Level Parent and Family Engagement Compact* shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

**PART I. GENERAL EXPECTATIONS**

Oak Park River Forest High School (OPRFHS) shall comply with the following statutory requirements:

1. The school will work to ensure that the required school-level parental involvement policies meet the requirements of 20 U.S.C. 6318 and each include, as a component, a school-parent compact consistent with 20 U.S.C. 6318(d).
2. OPRFHS will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and OPRFHS.
3. In carrying out the parental involvement requirements of Title I, Part A, to the extent practicable OPRFHS 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 6318 of the ESEA to the extent practicable in a language and format that parents understand. Translators will be used when necessary.
4. If the OPRFHS program plan for Title I, Part A, developed under section 6312 of the ESEA, is not satisfactory to the parents of participating children, OPRFHS will submit any parent comments with the plan when it is submitted to the District 200 District Leadership Team (DLT) and District 200 Board of Education.
5. OPRFHS will involve the parents of children served in Title I, Part A at OPRFHS 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 OPRFHS. This will be done during the regularly scheduled (twice yearly) Title I parent focus groups.
6. OPRFHS will provide other reasonable support for parental involvement activities under section 6318 of the ESEA as the parents may request.

## **PART II DESCRIPTION OF HOW OPRFHS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENT**

1. Oak Park River Forest High School will take the following actions to involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Section 6318 of the ESEA:
  - Publicizing District 200 BOE meetings in local papers, on school web page, on master calendar, and in weekly list serve to encourage parental attendance
  - Having a Title 1 parent representative on the School Improvement Plan Committee (SIP)
  - Allowing parents to access School Improvement Plan via the Internet and encouraging feedback from Title 1 parents.
2. Oak Park River Forest High School will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Parental Involvement Policy in improving the academic quality of Oak Park River Forest High School, including identifying barriers to greater participation by parents in activities authorized by Section 6318 of the ESEA, (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) and use the findings of such evaluation to design strategies for more effective parental involvement, and to revise, if necessary, this Parental Involvement Policy, by: meeting annually with a group of parents to review the features of the Title I program and materials published to communicate the program to parents and members of the community:
3. Oak Park River Forest High School will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title 1, 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:

- Organizing regular Title I parent meetings
  - Mailing invitation to all Title I parents
  - Making Reminder phone call to all Title I parents
  - Emailing notification to all Title I parents
  - Listing the event on Master School Calendar
  - Listing event on weekly list serve
  - Publicizing the event in Parent Connection newsletter
4. Oak Park River Forest High School 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:
- Conducting regular parent meetings
  - Sending out regular parent mailings
  - Scheduling annual one-to-one parent meetings with Outreach Coordinator for incoming Title I parents
  - Setting up Annual parent/teacher conferences with Title I parents
  - Organizing an annual Parent "Back to School Night"
  - Sending out Written Failure Notification
  - Scheduling Special parent meeting with teacher when Title I student's progress doesn't meet expectations
5. Oak Park River Forest High School will, at the request of the parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children and to respond to any such suggestions as soon as practicably possible, by:
- Organizing Title I Parent Focus Groups a minimum of twice a year
  - Including suggestions from parents as an agenda item on weekly Building Leadership Team meetings.
  - Including any action items as a result of parent suggestions on weekly list serve
  - Including those action items in quarterly newsletters
  - Including those action items in Parent Connection e-newsletter
6. Oak Park River Forest High School will provide assistance to parents of children served by the school, as appropriate, in understanding such topics as 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 of the ESEA, how to monitor their child's progress, and how to work with educators by ---
- Organizing regular Title I parent meetings
  - Scheduling one-to-one parent meetings with Parent Outreach Coordinator
  - Mailings to parents
  - Scheduling annual Parent/Teacher meetings

- Conducting Family Access Training (electronic access to student's progress in individual courses in real time:
  - Organizing annual transition meetings for 8th grade parents:
7. Oak Park River Forest High 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:
    - Scheduling regular parent meetings to review materials and/or software programs available to them to help improve their student's academic performance
    - Offering Free parent classes in frequently used software programs
  8. Oak Park River Forest High School 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:
    - Setting up yearly parent panels to have meaningful dialogue with school personnel as part of ongoing professional development for Faculty and Staff.
  9. Oak Park River Forest High School will, to the extent feasible and appropriate, conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
    - Holding workshops and meetings during the summer before students begin ninth grade classes.
    - Identifying staff whose primary purpose is to reach out to parents and assist them in supporting their students' school experiences.
  10. Oak Park River Forest High School 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 a format, and to the extent practicable, in a language the parents can understand:
    - Sending mailings will be sent to parents
    - Making Phone calls to Title I parents
    - Sending Email notifications to Title I parents
    - Listing Events on school calendar
    - Posting Events on school's web page
    - Highlighting Events on weekly list serve
    - Highlighting Events in Parent Connection eNewsletter
    - Providing translators as needed for any conferences or parent meetings

### **PART III. ADOPTION**

This Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by a parent meeting held March 25, 2011.

This policy was adopted by the Oak Park River Forest High School on TBD and will be in effect for the period of the 2011-2012 school year. The school will distribute this policy to all parents of

~~participating Title I, Part A children on or before August 1, 2011.~~

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~~*Signature of Authorized Official*~~

Incorporated

by Reference:6:170-AP1, E1 (District-Level Parent and Family Engagement Compact) and 6:170-AP1, E2 (School-Level Parent and Family Engagement Compact)

LEGAL REF.:

Title I of the Elementary and Secondary Education Act, 20 U.S.C. §6301-6514.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 5:190 (Teacher Qualifications), 5:280 (Duties and Qualifications), 6:15 (School Accountability), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADOPTED:April 28, 2011

REVISED:April 25, 2013; July 18, 2013; April 27, 2017

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