

# DISTRICT TITLE I PARENT ENGAGEMENT POLICY



TYPE: POLICY  
SECTION: FEDERAL PROGRAMS  
TITLE: DISTRICT TITLE I PARENT ENGAGEMENT POLICY  
BOT ADOPTED: May 12, 2016  
BOT REVISED: November 16, 2017  
BOT REVIEWED: August 17, 2021, Aug 16, 2022

## District Title I Parent Engagement Policy

### Purpose

The Board recognizes that parental engagement contributes to the achievement of academic standards by students. Gillingham Charter School views the education of students as a cooperative effort among the school, parents/guardians, and community.

### Authority

The Board recognizes that the responsibility for each child's education is shared by the school and the family. It acknowledges that schools and families must work as cooperative partners in order to effectively educate all students. The Board will support the development, implementation, and evaluation of a parent and family engagement program.

The Board shall adopt and distribute the parental engagement policy, which shall be incorporated into the district's Title I plan and shall be evaluated annually, with parental engagement.

### Definition

Parental engagement means the participation of parents/guardians in regular, two-way, and meaningful communication involving student academic learning and other school activities, ensuring the following:

- That parents/guardians play an integral role in assisting their child's learning;
- That parents/guardians are encouraged to be actively involved in their child's education at school;
- That parents/guardians are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and
- The carrying out of other activities described in law.

### Delegation of Responsibility

The CEO or designee shall ensure that the district's Title I parental engagement policy, plan, and programs comply with the requirements of federal law.

### Guidelines

Gillingham Charter School shall ensure that:

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- To the extent practicable, district and school parental engagement activities provide full opportunities for the participation of parents/guardians with limited English proficiency or disabilities and parents of migratory children.
- Information and reports provided to parents/guardians from the district and/or schools are in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand.
- Each Title I school provides to each individual parent/guardian timely notice that the parent's/guardian's child has been assigned, or taught for four (4) or more consecutive weeks by a teacher who is not highly qualified, as defined in law.

In compliance with federal law, Gillingham Charter School and parents/guardians of students participating in Title I programs shall work together to increase parental engagement and student achievement in the following ways, including but not limited to:

1. GCS will involve parents/guardians in the joint development of the district's overall Title I plan. GCS will hold Title I parent meetings no less than three times a school year. The Title I Committee and parents will work collaboratively to review and revise the District Parent Engagement Policy, the School Parent Engagement Policy, and the School Parent Compact.
2. GCS will involve parents/guardians in the process of school review and improvement by incorporating Title I into School Events, such as Back-to-School Nights, Open Houses, and Evening Collaborations. During these events, the Title I Teacher will be available to explain the GCS Title I program.
  - During the Back-to-School Night, the Title I Committee will ensure opportunities are provided for parents to formulate suggestions for school improvement and review and suggest updates for the annual Schoolwide Plan.
3. It is required under the Title I program that each district ensures technical assistance and support is provided to the district's schools in planning and implementing effective parent engagement activities.
  - As GCS is only one school building, the Administration office will ensure technical assistance and any other support is provided to the school, teachers, Title I Committee, Title I teacher, and parents in order to ensure effective planning and implementation of parental engagement activities. This can include, but is not limited to, ensuring a proper Title I budget for the school, developing advertisements, flyers or invitations for the activities, purchasing supplies, recruiting volunteers, and providing office staff to assist with anything the Title I teacher and parents may need to ensure a successful parental engagement activity.
4. GCS will educate teachers, pupil services personnel, administrators, and staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school including, but not limited to, the following ways:

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- Disseminating an annual parent survey which contains questions regarding professional development and trainings of teachers and the results of which will be discussed during a Title 1 parent meeting
  - Discussing parent engagement activities and strategies at teacher team meetings and Title 1 Committee meetings
  - Exploring parent engagement in-service programs for teachers, staff members, and parents
  - Providing suggestions and instructional strategies in newsletters or Parent Memos
  - Providing information about conferences/workshops that may be held outside of GCS
  - Conducting Title 1 Professional Development meetings and trainings for school staff
5. GCS will build the capacity for strong parental engagement to support a partnership among the school, parents, and the community aimed at improving student academic achievement, through the following activities:
- Evening Collaborations, such as those dedicated to parent/child interactive Title 1 activities or Title 1 parent workshops or education, which encourage parent and student interaction and parental engagement in their child's education and offer opportunities for parents to learn strategies and techniques to work with their children academically
  - Information Packets or handouts provided to parents, which encourage academics, parental engagements, and may include lists of appropriate educational websites
  - Title 1 presentations or Title 1 stations set up during Evening Collaborations not focused on Title 1 activities, Open Houses, Student Events, etc. in which the Title 1 teacher will be present to address issues, answer questions, and explain the curriculum
  - Saturday Cleanups hosted each month with all students and parents encouraged to participate and volunteer, for the purpose of building parental engagement, student pride in their school, and encourage parent/child engagement and interaction
  - Ample Title 1 parent meetings during the year in which invitations will be sent to parents
6. GCS will, to the extent feasible and appropriate, coordinate and integrate parent engagement programs and activities with programs focused on children prior to entering Kindergarten.
- This may include providing preschools and pre-Kindergarten locations with GCS information and providing a spring Kinderleben Open House. During this Open House, the parents have the opportunity to meet the Kinderleben teacher, learn about the school's unique research-based curriculum and GCS activities and opportunities available for the children.
7. GCS will, to the extent feasible and appropriate, provide training opportunities for parents in order to enhance their knowledge of Title 1 and enhance their ability to train other parents in Title 1 knowledge. Such opportunities may include GCS hosting an event with Title 1 guest speakers or sending parents to training/workshop/conference opportunities outside of GCS.

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8. GCS will conduct an annual survey of the content and effectiveness of the Parental Engagement Policy in order to assess parent engagement and what barriers may need to be addressed (such as economical disadvantages, disabilities, limited English proficiency, limited literacy, etc.).
- The parent survey/evaluation will be given to all parents each year.
  - The survey results will be reviewed by the Title I teacher, Title I Committee, the Programs and Compliance Coordinator, building administrators, and special education teachers. The results will be shared with all GCS teachers for teacher feedback. Parent suggestions will then be shared at Title I parent meetings to assist in possible revisions of the program and Schoolwide Plan.

All Title I parent meetings, workshops, Evening Collaborations, and other Title I events will be advertised to our parents in one or more of the following ways, including but not limited to: 'formal' invitations, flyers, handouts, the weekly Parent Memo, classroom newsletters, social media (GCS Facebook page), and the GCS website.

### Written Policies

Gillingham Charter School's written policy on District Title I Parent Engagement is public record.

**TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.**

Adopted this 16 day of August, 2021

  
\_\_\_\_\_  
(BOT President)

  
\_\_\_\_\_  
(BOT Secretary)