

**CERRA VISTA SCHOOL**  
**Title I: Parental Involvement Policy**  
**Revised: December 2017**

*Cerra Vista School* has developed a written Title I parental involvement policy with input from Title I parents through review and suggestions provided at ELAC and SSC parent meetings. It has distributed the policy to parents of Title I students at the start of the school year. This policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

**Involvement of Parents in the Title I Program**

To involve parents in the Title I program at *Cerra Vista School*, the following practices have been established:

The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. *This information will be shared with and distributed to all parents each fall.*

- The school offers a flexible number of meetings for Title I parents, such as *meetings in the morning (ELAC: 11/14 at 8:00 am), afternoon (ELAC: 12/13 at 1:30 pm) (SSC: 10/16, 11/27, 3/5, 4/30 at 2:25 pm) or evening (ELAC: 3/6 at 6:00 pm) (PTO: 2<sup>nd</sup> Wednesday of each month at 6:00 pm) or a time agreed upon by parents.*
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program and the Title I parental involvement policy. The annual review takes place during an ELAC meeting, PTO, and School Site Council meetings, in the fall.
- The school provides parents of Title I students with timely information about Title I programs, at ELAC and SSC meetings, the school website, flyers sent home, phone messages to the school community.
  - The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet during Back to School Night, Fall Conferences, SSC, ELAC and PTO parent meetings (including a family learning event), the Title I Parent Information meeting and through the school website.
  - If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children. Parent leaders are nominated and elected for SSC and ELAC to assume roles as voting members. Parents are encouraged to become volunteers in their child's classroom, and participate in the educational program.

**Building Capacity for Involvement**

*Cerra Vista School* engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices. The school will:

- provide parents with information about standards, assessments, requirements of Title I, monitoring their child's progress and guidance for working with educators. Information will be provided during an annual meeting, at parent-teacher conferences, and on the school website.
  - provide materials, resources and training to help parents work with their children to improve academic achievement. Resources will be provided during ELAC, SSC and DELAC meetings.
  - communicate regularly with parents in clear and understandable terms. This will include opportunities for parents to participate in decision making roles and volunteer opportunities.
  - coordinate parental involvement activities with other initiatives including SES services, the YMCA After School Program etc.

**Accessibility**

*Cerra Vista School* provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand, in items such as agendas, minutes, flyers, meeting minutes and school newsletters.

*\*\*The policy must be updated periodically to meet changing needs of parents and the school. [20 USC 6318 Section 1118(c) (3)]*

**This policy was approved by the SSC on 11/27/17 with feedback from the ELAC during a meeting on 12/13/17.**