

ATTACHMENT NO. IX-B

ATTACHMENT NO. IX-B: Title I School Parental Involvement Agreements

Potential motion: Move to approve the Title I District Wide and School Parental Involvement Agreements

Recommended action: Approve the motion

Attached are three Title I School Parental Involvement Agreements developed by Mr. Matt Klett for the district's three Title I schools (District Wide, Capron Elementary, Poplar Grove Elementary, North Boone Upper Elementary and North Boone Middle School). In order to stay compliant with the federal Title I regulations, it is necessary for the Board to adopt these agreements.

NORTH BOONE CUSD #200
Districtwide Parental Involvement Agreement
2013/2014

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1. The **North Boone CUSD #200** will take the following actions to involve parents in the joint development of its districtwide parental involvement plan under section 1118 of the ESEA:

The Title I Director will conduct an annual meeting in which parents of children in Title I Schools are invited to share their input.

2. The **North Boone CUSD #200** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents will be invited to attend school improvement plan meetings.

3. The **North Boone CUSD #200** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

Opportunities to work directly with the Title I Director as well as opportunities to attend state conferences and webinars on parent involvement.

4. The **North Boone CUSD #200** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start, by:

Facilitating a Memorandum of Understanding that will, among other things, include opportunities for joint staff training on such topics related to parental involvement.

5. The **North Boone CUSD #200** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (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). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents), its parental involvement policies.

An evaluation will be created with both the Reading Specialists and Title I assistants that provide Title I services in the schools with input from the parents. The evaluation will be coordinated by the Title I Director with each Title I school participating. Parents will also help in the collection of the data and the formulation of any recommended changes with regard to parental involvement policies.

6. The **North Boone CUSD #200** will build school and parent capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement through the following activities specifically described below:

A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- 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,
- how to monitor their child's progress, and
- how to work with educators:

Opportunities will be made available such as listed below:

- *Open House meetings with the Title I teacher*
- *Parent/Teacher Conferences*
- *Conferences as requested by parents*
- *Webinars*
- *Parent Seminars as offered by outside sources such as the state of Illinois*
- *Staff/School/District Web Pages*
- *Staff/School District Newsletters*

B. The school district will, with the assistance of its schools, 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:

Offering the following:

- *Reading Connections newsletter*
- *Make n Take Nights*
- *Family Reading Nights*

C. The school 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:

Offering opportunities to attend state conferences and webinars on parent involvement

D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Inviting parents from other programs to our Title I events

- E. The school district will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Translation/interpretation services will be available in the parents' home language

This Districtwide Parental Involvement Agreement has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the meeting agenda dated **September 16, 2013**.

This policy was adopted by the **North Boone CUSD #200** on **September 23, 2013** and will be in effect for the period of one year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before **September 30, 2013**.

(Signature of Authorized Official)

(Date)

NORTH BOONE CUSD #200
Capron Elementary School
School Parental Involvement Agreement

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1. Capron Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

The Title I Director and school principal will conduct an annual meeting in which parents are invited to share their input.

2. Capron Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents will be invited to attend school improvement plan meetings.

3. Capron Elementary 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 I, 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:

Announcing these meetings in the following manner:

- *School newsletters*
- *Teacher newsletters*
- *School Messenger (includes phone & e-mail)*
- *Website*
- *Twitter*
- *Facebook*

Offering these meetings at various times, such as:

- *Open House*
- *Parent/Teacher Conferences*

Offering incentives for attendance such as the class with the most parents in attendance win a pizza party

4. Capron Elementary 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:

Submitting letters as adopted by the Title I and RtI committees

5. Capron Elementary School will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Contacting the parents within a 24 hour period of their inquiry.

6. Capron Elementary School will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Making ISAT reports available at Parent/Teacher Conferences or including them with the report cards (Grades 3-8 only)

7. Capron Elementary School will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Sending a letter home in a timely manner

8. Capron Elementary School will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- 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,
- how to monitor their child's progress, and
- how to work with educators

Make available opportunities through:

- *Open House meetings with the Title I teacher*
- *Parent/Teacher Conferences*
- *Conferences as requested by parents*
- *Webinars*
- *Parent Seminars as offered by outside sources such as the state of Illinois*
- *Web Pages*
- *Newsletters*

9. Capron Elementary 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:

Offering the following:

- *Reading Connections newsletter*
- *Make n Take Nights*
- *Family Reading Nights*

10. Capron Elementary 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:

Offering opportunities to attend state conferences and webinars on parent involvement

11. Capron Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Inviting parents from other programs to our Title I events

12. Capron Elementary 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 an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Translation/interpretation services will be available in the parents' home language

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This School Parental Involvement Agreement has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the meeting agenda dated **September 4, 2013**.

This agreement was adopted by the **North Boone School District** on **September 23, 2013** and will be in effect for the period of one year. The school will distribute this agreement to all parents of participating Title I, Part A children on or before **September 30, 2013**.

(Signature of Authorized Official)

(Date)

NORTH BOONE CUSD #200
Poplar Grove Elementary School
School Parental Involvement Agreement

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1. Poplar Grove Elementary will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

The Title I Director and school principal will conduct an annual meeting in which parents are invited to share their input.

2. Poplar Grove Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents will be invited to attend school improvement plan meetings.

3. Poplar Grove Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, 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:

Announcing these meetings in the following manner:

- *School newsletters*
- *Teacher newsletters*
- *School Messenger (includes phone & e-mail)*
- *Website*
- *Facebook*
- *Twitter*

Offering these meetings at various times, such as:

- *Open House*
- *Parent/Teacher Conferences*

Offering incentives for attendance such as the class with the most parents in attendance win a pizza party

4. Poplar Grove Elementary 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:

Submitting letters as adopted by the Title I and RtI committees

5. Poplar Grove Elementary will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Contacting the parents within a 24 hour period of their inquiry

6. Poplar Grove Elementary will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Making ISAT reports available at Parent/Teacher Conferences or including them with the report cards (Grades 3-8 only)

7. Poplar Grove Elementary will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Sending a letter home in a timely manner

8. Poplar Grove Elementary will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- 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,
- how to monitor their child's progress, and
- how to work with educators

Make available opportunities at:

- *Open House meetings with the Title I teacher*
- *Parent/Teacher Conferences*
- *Conferences as requested by parents*
- *Webinars*
- *Parent Seminars as offered by outside sources such as the state of Illinois*
- *Web Pages*
- *Newsletters*

9. Poplar Grove Elementary 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:

Offering the following:

- *Reading Connections newsletter*
- *Make n Take Nights*
- *Family Reading Nights*

10. Poplar Grove Elementary 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:

Offering opportunities to attend state conferences and webinars on parent involvement

11. Poplar Grove Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Inviting parents from other programs to our Title I events

12. Poplar Grove Elementary 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 an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Translation/interpretation services will be available in the parents' home language

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This School Parental Involvement Agreement has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the meeting agenda dated **August 15, 2013**.

This agreement was adopted by the **North Boone School District** on **September 23, 2013** and will be in effect for the period of one school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before **September 30, 2013**.

(Signature of Authorized Official)

(Date)

NORTH BOONE CUSD #200
North Boone Upper Elementary School
School Parental Involvement Agreement

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1. North Boone Upper Elementary will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

The Title I Director and school principal will conduct an annual meeting in which parents are invited to share their input.

2. North Boone Upper Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents will be invited to attend school improvement plan meetings.

3. North Boone Upper Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, 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:

Announcing these meetings in the following manner:

- *School newsletters*
- *Teacher newsletters*
- *School Messenger (includes phone & e-mail)*
- *Website*
- *Facebook*
- *Twitter*

Offering these meetings at various times, such as:

- *Open House*
- *Parent/Teacher Conferences*

Offering incentives for attendance such as the class with the most parents in attendance win a pizza party or raffling off big prizes like a Nook e-reader.

4. North Boone Upper Elementary 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:

Submitting letters as adopted by the Title I and RtI committees.

5. North Boone Upper Elementary will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Contacting the parents within a 24-hour period of their inquiry.

6. North Boone Upper Elementary will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Making ISAT reports available at Parent/Teacher Conferences or including them with the report cards (Grades 3-8 only).

7. North Boone Upper Elementary will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Sending a letter home in a timely manner.

8. North Boone Upper Elementary will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- 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,
- how to monitor their child's progress, and
- how to work with educators

Make available opportunities at:

- *Open House meetings with the Title I teacher*
- *Parent/Teacher Conferences*
- *Conferences as requested by parents*
- *Webinars*
- *Parent Seminars as offered by outside sources such as the state of Illinois*
- *Web Pages*
- *Newsletters*

9. North Boone Upper Elementary 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:

Offering the following:

- *Reading Connections newsletter*
- *Make n Take Nights*
- *Family Reading Nights*

10. North Boone Upper Elementary 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:

Offering opportunities to attend state conferences and webinars on parent involvement

11. North Boone Upper Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Inviting parents from other programs to our Title I events

12. North Boone Upper Elementary 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 an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Translation/interpretation services will be available in the parents' home language

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This School Parental Involvement agreement has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the meeting agenda dated **September 16, 2013**.

This agreement was adopted by the **North Boone School District on September 23, 2013** and will be in effect for the period of one year. The school will distribute this agreement to all parents of participating Title I, Part A children on or before **September 30, 2013**.

(Signature of Authorized Official)

(Date)

NORTH BOONE CUSD #200
North Boone Middle School
School Parental Involvement Agreement

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1. North Boone Middle School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

The Title I Director and school principal will conduct an annual meeting in which parents are invited to share their input.

2. North Boone Middle School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents will be invited to attend school improvement plan meetings.

3. North Boone Middle 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 I, 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:

Announcing these meetings in the following manner:

- *School newsletters*
- *Teacher newsletters*
- *School Messenger (includes phone & e-mail)*
- *Website*
- *Facebook*
- *Twitter*

Offering these meetings at various times, such as:

- *Open House*
- *Parent/Teacher Conferences*

Offering incentives for attendance such as the class with the most parents in attendance win a pizza party or raffling off big prizes like a Nook e-reader.

4. North Boone Middle 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:

Submitting letters as adopted by the Title I and RtI committees.

5. North Boone Middle School will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Contacting the parents within a 24-hour period of their inquiry.

6. North Boone Middle School will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Making ISAT reports available at Parent/Teacher Conferences or including them with the report cards (Grades 3-8 only).

7. North Boone Middle School will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Sending a letter home in a timely manner.

8. North Boone Middle School will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- 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,
- how to monitor their child's progress, and
- how to work with educators

Make available opportunities at:

- *Open House meetings with the Title I teacher*
- *Parent/Teacher Conferences*
- *Conferences as requested by parents*
- *Webinars*
- *Parent Seminars as offered by outside sources such as the state of Illinois*
- *Web Pages*
- *Newsletters*

9. North Boone Middle 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:

Offering the following:

- *Reading Connections newsletter*
- *Make n Take Nights*
- *Family Reading Nights*

10. North Boone Middle 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:

Offering opportunities to attend state conferences and webinars on parent involvement

11. North Boone Middle School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Inviting parents from other programs to our Title I events

12. North Boone Middle 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 an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Translation/interpretation services will be available in the parents' home language

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This School Parental Involvement agreement has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the meeting agenda dated **September 16, 2013**.

This agreement was adopted by the **North Boone School District** on **September 23, 2013**, and will be in effect for the period of one year. The school will distribute this agreement to all parents of participating Title I, Part A children on or before **September 30, 2013**.

(Signature of Authorized Official)

(Date)