

**PARENTAL INVOLVEMENT**

The Brentwood Board of Education believes that the involvement of parents in the education of their children is a necessary and desirable part of the children's total educational development. As a result of this belief, parents are encouraged to participate in activities that support and reinforce the learning process for themselves and for their children. The District will promote a variety of activities sponsored or conducted on a District-wide basis. Classroom teachers, support service teachers, supervisors and administrators are expected to facilitate activities that involve parents in their children's development.

<p style="text-align: center;"><b>Title I Parental Involvement District-Level Policy</b></p>
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Consistent with the parent involvement goals of Title I, Part A of the federal No Child Left Behind Act of 2001 (NCLB), the Board of Education will develop and implement programs, activities and procedures that encourage and support the participation of parents of students eligible for Title I services in all aspects of their child's education. The Board also will ensure that all of its schools receiving Title I, Part A funds develop and implement school level parental involvement policies, as further required by the NCLB.

For purposes of this policy, parental involvement refers to the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities. At a minimum, parental involvement programs, activities and procedures at both the District- and school-level must ensure that parents:

- Play an integral role in assisting their child's learning;
- Are encouraged to be actively involved in their child's education at school;
- and
- 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.

The term "parents" refers to a natural parent, legal guardian or other person standing in *loco parentis* (such as a grandparent or step-parent with whom the child lives, or a person who is legally responsible for the child's welfare).

District- and school-level Title I parental involvement programs, activities and procedures will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.

As further required by the NCLB, parents of students eligible for Title I services will be provided an opportunity to participate in the development of the District's Title I plan, and to submit comments regarding any aspect of the plan that is not satisfactory to them. Their comments will be forwarded with the plan to the State Education Department.

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Parents also will participate in the process for developing a school improvement plan when the school their child attends fails to make adequate yearly progress for two (2) consecutive years and is identified as a school in need of improvement.

### **I. Parent participation in development of District-wide parental involvement plan**

The Board, along with its Superintendent of Schools and other appropriate District staff will undertake the following actions to ensure parent involvement in the development of the District-wide parental involvement plan:

- A. Flexible meeting times: Meetings will be held before- and after-school, and during the evening hours;
- B. Central location: Meetings will be held at the Felicio Administration Building, which is centrally located and highly accessible in the Brentwood School District; and
- C. Surveying parents: Parents will be surveyed by phone (i.e. Connect-Ed), mail, district-wide events (i.e. Community Forums, parent workshops, etc.) and/or e-mail. All correspondence will be in both English and Spanish.

### **II. Review of District-wide parental involvement plan**

The Board, along with its Superintendent of Schools and other appropriate staff will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement plan in improving the academic quality of Title I schools, including the identification of barriers to greater participation by parents in activities under this policy, and the revision of parent involvement policies necessary for more effective involvement. To facilitate this review, the District will conduct the following activities:

- A. Each spring, a District-wide meeting will be held to review the parental involvement plan. This meeting will be held in conjunction with the Annual School Report Card Meeting at a centrally located, highly accessible location;
- B. The Director of Funded Programs will coordinate the review;
- C. A bilingual translator will be available at this meeting; and
- D. Notification of this meeting will be sent to parents and community residents both in the mail and by telephone (i.e. Connect-ED message). All correspondence will be in both English and Spanish.

**PARENTAL INVOLVEMENT****III. Development of school-level parental involvement plans**

The Superintendent of Schools will ensure that all District schools receiving federal financial assistance under Title I, Part A are provided technical assistance and all other support necessary to assist them in planning and implementing effective parental involvement programs and activities that improve student achievement and school performance. As appropriate to meet individual local needs, the Superintendent will facilitate the following:

- A. Flexible meeting times: Meetings will be held before- and after-school, and during the evening hours;
- B. Central location: Meetings will be held at the individual school buildings; and
- C. Surveying parents: Parents will be surveyed by phone (i.e. Connect-ED), mail, teacher conferences and/or e-mail. All correspondence will be in both English and Spanish.

**IV. Building capacity for parental involvement**

To build parents' capacity for strong parental involvement to improve their children's academic achievement, the District and its Title I, Part A schools will, at a minimum:

- A. Assist parents in understanding such topics as the New York State's learning standards, state and local academic assessments, Title I requirements, how to monitor their child's progress and how to work with educators to improve the achievement of their child. To achieve this objective, the District and its Title I schools will hold:
  - 1. District-wide workshops (focusing on ELA and math skills and test preparation, parenting skills, AIS services, and SES providers);
  - 2. Building-level formal parent/teacher/administrator conferences;
  - 3. Building-level informal parent/teacher/administrator "meet and greet" conferences;
  - 4. Building-based parent/student orientations; and
  - 5. PTA sponsored workshops with guest speakers.

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B. Provide materials and training to help parents work with their child's academic achievement. To achieve this objective, the District and its Title I schools will provide and explore such activities as:

1. Homework/skills workshops for parents and students;
2. Literacy programs in conjunction with the Brentwood Public Library;
3. Creating a District-wide Parent Resource Center to enable parents to assist their children academically, socially and emotionally;
4. Curriculum-based articles to parents in the Brentwood Bulletin;
5. School/community partnerships (i.e. Adelante, Pronto, etc.)
6. Educational resources on the District's Web site ([www.bufsd.org](http://www.bufsd.org)) for parents and children;
7. Opportunities for parents to contact their children's teachers via e-mail;
8. Opportunities for teachers to create Web sites, linked to the District's Web site, for parents and children to access homework and other supplemental educational resources; and
9. Information regarding schools in need of improvement, supplemental educational services, public school choice, and other opportunities to promote student achievement on the District's Web site.

C. Educate its teachers, pupil services personnel, principals, and other staff in understanding the value and utility of a parent's contributions and on how to:

1. Reach out to, communicate with, and work with parents as equal partners;
2. Implement and coordinate parent programs; and
3. Build ties between parents and the schools.

To achieve this objective, the District and its Title I schools will provide interactive workshops to parents and staff that provide hands-on training and interaction between all stakeholders. Activities will include programs that celebrate students' success and events that bring parents, students and staff together for social and community-based programs (i.e. Family Fun Night, Community Forum, Scholarships and Awards Nights, charitable fundraising activities, etc.).

D. Ensure that information related to school and parent programs, meetings and other activities is sent to the parents of children participating in Title I programs in an understandable and uniform format, including alternative formats, upon request.

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**V. Coordination of parental involvement strategies**

The District will coordinate and integrate strategies adopted to comply with the NCLB Title I, Part A parental involvement requirements with parental involvement strategies adopted in connection with any of the following applicable programs: Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs. The Director of Funded Programs, along with other Central Administrative Cabinet members, will coordinate parental involvement programs and strategies and identify what monitoring or follow-up procedures will be conducted. Building- and District-level staff and parents will provide feedback to the District’s Parent Involvement Committee. The committee will advise the Superintendent of Schools and the Board of Education on the success of the program and make necessary recommendations for the future.

Ref: §1118 of the Elementary and Secondary Education Act  
8 NYCRR §§100.3(b) (3); 100.4(f); 100.5(d) (4); 149.3(16)

<b>Approved by the Board of Education:</b>	<b>12/13/07</b>
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