TITLE I PARENT INVOLVEMENT POLICY

## The Richland School of Academic Arts

**Policy Development:**

Parents in Title I schools must be involved in developing and approving the school’s written parent involvement policy and in planning and reviewing the school’s Title I policy.

To encourage this involvement, the school must provide the opportunity for parents to learn about the program, offer assistance to attend the meetings and provide information that will enable parents to understand the instructional program. This policy will be reviewed and updated annually.

1. **Annual Meeting:** The annual meeting, explaining the Title I Schoolwide services and the federal funding, will be held during the Parent Orientation Night. Parent Orientation is held two days prior to the first day of school for the year. Parents will be notified through letters mailed home and newspaper articles. Teachers will have sign in sheets to document parent attendance. A summary of the Parent Meeting and the Parent Orientation agenda will be kept in the Title I binder for the current school year.
2. **Planning and Review:** Parents of all Title I students will be invited to an Annual Review meeting of the Title I program. This meeting will be held in March of each school year in order to implement plans or address needs for the following school year. On the agenda will be areas that the parents feel are effective and those that may need to be addressed for the following school year. Parents will be notified of the results of this meeting by including a copy of this summary with their child’s final progress report.

Title I teachers will be present at the Annual Review meeting.

1. **Informing Parents of Student Progress:** Progress reports concerning school performance and assessment results will be sent home with each Title I student at the end of each nine week grading period. Title I teachers will be a part of the team during Parent-Teacher Conferences in order to discuss student progress and will keep a parent contact log during each grading period in addition to their time and effort documentation.
2. **Informing Parents about Student Eligibility:** A letter must be sent home each year stating that all children at The Richland School of Academic Arts will be eligible to receive Title I services due to the “Schoolwide” status of the building. All children K-3 will be given state Diagnostic Assessments and children eligible for Title I services will be prioritized and served. Parents will be given the opportunity to decline Title I services if they so desire.
3. **Partnership with Parents:** The Richland School of Academic Arts will explain and describe the curriculum and assessments (diagnostic, summative/Ohio Air Tests, Terra Nova,) used to measure student progress and the Ohio Learning Standards which students are expected to achieve. The Title I teachers will offer supplemental materials and information on specific methods parents may use at home to help improve student achievement.
4. **Parent-School Compacts:**  The Richland School of Academic Arts has adopted a parent/school compact that defines the goals and responsibilities of the families, students, and school to ensure those students meet the guidelines for achievement.
5. **Assessing Parent Involvement:**  At the end of every school year, the Title I program must be assessed by parents and Title I staff. A survey will be sent to each parent and the results compiled and reported to parents before the end of the current school year.
6. **Parents’ Right to Know Clause**: Parents will be informed by letter that they may request and will be provided, information regarding the professional qualifications of the student’s classroom teachers and or staff members.
7. **“Highly Qualified” Staff:** The Richland School of Academic Arts will notify parents if their child has been taught 20 consecutive days by a teacher who is not “highly qualified.”

This policy has been reviewed by the parents of The Richland School of Academic Arts on this \_\_\_\_\_\_ day of the school year \_\_\_\_\_\_\_\_\_\_\_.

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Parent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title I Teacher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title I Teacher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Representative:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_