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| <b>UHCS Policy File Code:</b> | <b>5021</b> |
| <b>Monitored:</b>             | <b>X</b>    |
| <b>Mandated:</b>              | <b>X</b>    |
| <b>Other Reasons:</b>         | <b>X</b>    |

## **Title I School Parental Involvement Policy**

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring (A) that parents play an integral role in assisting their child's learning (B) that parents are encouraged to be actively involved in their child's education at school (C) that parents 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 (D) the carrying out of other activities, such as those described in section 1118.

### **I. DESCRIPTION OF STATUTORY REQUIREMENTS**

University Heights Charter School will create and implement a School Parental Involvement Policy consistent with ESEA, Elementary & Secondary Education Act, Section 1118. University Heights Charter School will work to ensure that required school level parental involvement policies meet the requirements of Section 1118 of the ESEA and include, as a component, a School Compact. University Heights Charter School agrees to meet the following statutory requirements:

- University Heights Charter School will jointly develop and distribute to parents of participating children, a Parental Involvement Policy that the school and parents of participating children agree on.
- University Heights Charter School will notify parents about the Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand. It will also make the Parental Involvement Policy available to the local community.
- University Heights Charter School will periodically update the Parental Involvement Policy to meet the changing needs of parents and the school and will adopt the School Parent Compact as a component of its Parental Involvement Policy.
- University Heights Charter School agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

### **II. DESCRIPTION OF IMPLEMENTATION OF SCHOOL PARENTAL INVOLVEMENT POLICIES & COMPONENTS**

University Heights Charter School will implement required School Parental Involvement components as outlined in Part I of the Elementary and Secondary Education Act (Section 1118, Parental Involvement).

1. University Heights Charter School will take the following actions to involve parents in the joint development and agreement of its Parental Involvement Policy under Section 1118 of the ESEA:

- Gather and distribute to parents, for their review, the following materials:
- School Parental Involvement Policy

- School Parent Compact
- Parent Notices / Flyers

These materials will be distributed to parents at regular Title I Parent Meetings and Parent-Teacher Conferences. Written and oral input from parents will be solicited through Title I Parent Meetings and Survey, Parent / Teacher Conferences, School Newsletters, School Web site, other written communications to parents.

2. University Heights Charter School will distribute the Parental Involvement Policy to parents of new participating students upon registration, if eligible, for Title I. In addition the Parental Involvement Policy will be made available to parents of participating children and the local community by means of:

- Title I Parent Meetings
- School Web Site

3. University Heights School will periodically update Parental Involvement Policy to meet the changing needs of parents and the school through:

- Title I Parent Meetings
- PTO meetings
- General School Meetings

4. University Heights School will hold a number of meetings, at various times, and may provide transportation, child care, and/or home visits, using Title I funds, as long as such services relate to parental involvement. University Heights Charter School will provide information about Title I programs to parents of participating children in a timely manner through:

- Automated Phone System
- Memos
- Newsletters
- School's Website
- Parent Bulletin Board

University Heights Charter School will make available to parents of participating children (1) a description and explanation of the school's curriculum (2) forms for assessing and measuring student progress and (3) proficiency levels students are expected to meet. This will be accomplished through:

- Annual Title I Parent Meeting
- Regular Parent / Teacher Conferences
- Title I Meetings and Family Nights
- Parent Survey

(If requested by parents, University Heights Charter School will provide parents of participating children opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible through prearranged meetings with the Title I Coordinator and through meetings with the student's teacher which may include the Title I Coordinator, the principal, and other staff as appropriate.

### **III. RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

1. University Heights Charter School will strive to develop and sustain strong partnerships with parents and the community to ensure effective involvement of parent in order to improve student academic achievement by means of the following activities described below:

- Parent Workshops
- Family Nights
- Access to the Teacher / Parent Resource Library
- Access to Internet Resources
- Parent Partnership / Outreach

2. The school will incorporate the School Parent Compact as a component of its School Parental Involvement Policy:

- The School Parent Compact will be a part of the School Parental Involvement Policy on the school's website.
- During regular parent / teacher / student conferences, the School Parent Compact will be signed by the teacher, parent(s), and student

3. The school, will support parents of children served by the school in understanding such topics as:

- State's academic content standards,
- State's student academic achievement standards
- State's and local academic assessments including alternate assessments,
- Requirements of Title I
- Monitoring their child's progress
- Work with educators

Parents will receive training and necessary information on the above topics through:

- Parent Workshops
- Kid Friendly Standards
- School-Parent Compact
- Highlights of the Standards
- Website resources

4. As appropriate, the school, will provide literature and training on a variety of topics including:

- Literacy / Math
- Using technology
- Improving children's academic achievement
- Importance of parental involvement
- Parenting Skills / Stress Management
- Health & Nutrition Classes
- NJASK Test Preparation

Parents will receive training and necessary information on the above topics through:

- Regular Title I Meetings
- Parent Workshops
- Brochures / Pamphlets / Flyers

5. The school, if appropriate and to the extent feasible, will ensure that information related to parental involvement is distributed to parents of children served by the school, in an understandable and uniform format including, upon request, alternative formats and, to the extent practicable, in a language the parents can understand. The school will take steps to ensure that parent requests are fulfilled based on identification of parental need for information in another language or another format.

6. The school and parents of children served by the school, will provide assistance to teachers, school support staff, administration and other staff members, in reaching out to, communicating and working with parents as equal partners. The value and importance of parental involvement and contributions will be emphasized, including how to implement and coordinate parent programs and build ties between parents and the school.

**Approved 7/17/2013**