



West Contra Costa Unified School District
 Community Engagement Department
 John F. Kennedy Educational Service Center
 4300 Cutting Blvd. Room 906
 Richmond, CA 94804
 Phone: 510-307-4526 Fax: 510-215-2457

Bruce Harter, Ph.D.
Superintendent
2013-2014

Wendell Greer
Associate Superintendent
Educational Services

Marín Trujillo
Community Engagement
Coordinator

<i>Title I Parental Involvement Requirements</i>	
What Schools MUST Do:	Complete by:
<p><u>Develop School Parent Involvement Policy</u></p> <ul style="list-style-type: none"> • Jointly developed with, agreed on, and distributed to parents of participating children • Made available to the local community • Updated periodically • Adopted by School Board 	<p>Complete and distribute by September 30, 2013</p>
<u>The Policy Describes How the Following will be Carried Out</u>	
<p><u>Policy Involvement</u></p> <ul style="list-style-type: none"> • <i>Hold an annual Title I meeting(Mandatory)</i> → <ul style="list-style-type: none"> ○ Inform parents of their school’s participation in the Title I program ○ Explain the requirements of Title I ○ Explain the rights of parents to be involved • Offer a flexible number of meetings • Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs including <ul style="list-style-type: none"> ○ School parent involvement policy → ○ Single Plan for Student Achievement • Provide parents <ul style="list-style-type: none"> ○ Timely information about the Title I program ○ Description and explanation of your curriculum, assessments, and proficiency levels students are expected to meet ○ If requested, opportunities for regular meetings for participation in decisions regarding their child’s education • Provide parents with an opportunity to submit comments on the school wide program plan to the LEA if they do not find the plan to be satisfactory. 	<p>Suggestions:</p> <p><i>(Title I Meeting should take place in the month of September)</i></p> <p><i>(your SSC meets this requirement)</i></p>



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<p><u>School-Parent Compact</u></p> <ul style="list-style-type: none"> Jointly develop with and distribute to parents of participating children (see specific components specified in template) 	<p>Complete and distribute by September 30, 2013</p>
<p><u>Build Capacity for Parent Involvement</u></p> <ul style="list-style-type: none"> Assist parents in understanding: Academic content standards; Achievement standards; Assessments; How to monitor and improve academic achievement Provide materials and training to work with their children <i>Educate staff to work with parents as equal partners (Annual meeting required)</i> Coordinate and integrate parent involvement with other programs Conduct activities to support participation Inform parents in a format and language they can understand Provide support for activities requested by parents 	<p>Suggestions:</p> <ul style="list-style-type: none"> Family Nights Standards Workshops Volunteer Recruitment and Training Resource Fair Community Building Events Coffee Clubs