

School Parent and Family Engagement Plan

School Name:

Facilitator Name:

Plan Review/Revision Date:

District Level Reviewer, Title:

District Level Approval Date:

Committee Members, Role:

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How to Use This Guide and Suggested Template

As the Arkansas Department of Education (ADE) seeks to support schools in planning efforts for engaging families and community, this document serves as a tool for considering each of the components required by State and Federal regulations. The way in which each school responds to each section and its components is to be determined by the committee members and leadership team. Submitting the district plan in Indistar is required, and it is recommended that the school submit the plan in Indistar. Once the school plan is entered in Indistar, it must be reviewed and approved by the district annually.

This School Parent and Family Engagement Plan document contains a number of shaded boxes designed to be used as a template, along with guidance text explaining legal requirements.

A cover page and nine separate sections make up the template boxes, each of which corresponds to a section within the Indistar platform. In each shaded box, you will find a heading, a direction, and a space in which to record your response.

Federal and State regulations are outlined within the guidance text in each section. While the checklist serves as a tool to ensure requirements are met, it is important to review the law to understand the intention. The checklist within the corresponding School Parent and Family Engagement Plan template and guide is encouraged for your review and approval of each school plan submitted to the district.

After final revision, ensure that the plan is in a language and format parents can understand (*consider deleting all guidance text if sharing this with parents, families, and communities*). Innovative formats are encouraged for sharing the plan sections with stakeholders, and this document is intended to serve as a springboard for creativity. Follow guidance regarding distribution of the plan to families and community.

Key to citations within guidance:

Grey Citation: Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 20 U.S.C. § 6318

Example: "Section 1116(e)(1)"

Burgundy Citation: Ark. Code Ann. § 6-15-1701 et seq.

Example: "Ark. Code Ann. § 6-15-1704(a)(3)(B)"

Blue Citation: Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement

Example: "Rules Section 4.03"

General Guidance

The Arkansas General Assembly recognizes that:

- A child's education is a responsibility shared by the school and family during the entire time the child spends in school;
- To support the goal of the schools to educate all students effectively, the schools and parents must work as knowledgeable partners;
- Although parents are diverse in culture, language, and needs, they are an integral component of a school's ability to provide for the educational success of their children;
- Engaging parents is essential to improve student achievement; and
- Schools should foster and support active parental involvement.

Ark. Code Ann. § 6-15-1701(a)(1-5)

Title I, Part A, Section 1116 of the Every Student Succeeds Act (ESSA) requires that each school served under Title I, Part A, develop jointly with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy/plan.

Section 1116(b)(1)

Each public school district and each public school within its boundaries, in collaboration with parents, shall establish a parental involvement plan that reflects the specific academic improvement needs of the school and that, includes programs and practices that enhance parental involvement and address the specific parent involvement needs of students and their families.

Ark. Code Ann. § 6-15-1702(a)

Collaboration with parents may be accomplished through the coalition of parents and representatives of agencies, institutions, businesses and industries required for development and implementation of the school level.

Rules Section 3.02.1

The parental involvement plan shall be incorporated into the public school's improvement plan.

Rules Section 3.02.2

The principal of each school in a school district designate one (1) licensed staff member who is willing to serve as a parent facilitator to:

- Help organize meaningful training for staff and parents;
- Promote and encourage a welcoming atmosphere to foster parental involvement in the school;
- Undertake efforts to ensure that parental participation is recognized as an asset to the school.

Ark. Code Ann. § 6-15-1702(c)(1)(A-C)

The certified staff member serving as a parental facilitator shall receive supplemental pay for the assigned duties as required by law.

Ark. Code Ann. § 6-15-1702(c)(2), Rules Section 3.02.2

Annually by August 1, the public school's parental involvement plan shall be developed, or reviewed and updated by the public school.

Act 757 of 2019, Rules Section 3.02.3

A public school's parental involvement plan shall

- Involve parents of students at all grade levels in a variety of roles, including without limitation:
 - Involvement in the education of their children
 - Volunteer activities
 - learning activities and support classroom instruction
 - Participation in school decisions
 - Collaboration with the community
 - Development of school goals and priorities
 - Evaluating the effectiveness of the school-level improvement plan.

Rules Section 3.03

Support the development, implementation, and regular evaluation of the program to involve parents in the decisions and practices of the school district, using, to the degree possible the components listed in this section.

Ark. Code Ann. § 6-15-1702(b)(9)

1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement policy and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)

What are the Federal and State Requirements?

- Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f).
- Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Section 1116(b)(1)

- Each public school district and each public school within its boundaries, in collaboration with parents, shall establish a parental involvement plan that reflects the specific academic improvement needs of the school and that, includes programs and practices that enhance parental involvement and address the specific parent involvement needs of students and their families.

Ark. Code Ann. § 6-15-1702(a)

- Collaboration with parents may be accomplished through the coalition of parents and representatives of agencies, institutions, businesses and industries required for development and implementation of the school level.

Rules Section 3.02.1

- Each school served under this part shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.

Section 1116(c)(3)

- The parental involvement program in each school shall involve parents of students at all grade levels in a variety of roles.

Ark. Code Ann. § 6-15-1702(b)(1)

- If requested by parents, 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.

Section 1116(c)(4)(C)

- If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, each school served under this part shall submit any parent comments on the plan when the school makes the plan available to the local educational agency [district].

Section 1116(c)(5)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Involve parents in the development of the school parent and family engagement plan
- Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school
- Ensure adequate representation of parents of participating children in the process in a variety of roles
- Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents
- Address opportunities for regular meetings if requested by parents
- (May accomplish collaboration through the coalition of parents and community representatives)*

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)

What are the Federal and State Requirements?

Each school served under this part shall —

- Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

Section 1116(c)(1)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Conduct an annual Title I meeting
 - ✓ to inform parents of the requirements of Title I and the school's participation
 - ✓ to inform parents' of their rights under Title I
 - ✓ (Recommendation: Include the month/year or month/day/year when the Annual Title I meeting will be held)

The purpose of the annual Title I meeting is to disseminate information only and cannot be used as an opportunity for gathering input into the Parent and Family Engagement Plan and School-Parent Compacts.

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

What are the Federal and State Requirements?

- Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children).

Section 1116(b)(1), Section 1116(d)(2)(D), Section 1116(f), and Section 1112(e)(4)

- Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Section 1116(b)(1)

- Each school served under this part shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parent and family engagement.

Section 1116(c)(2)

- Each school served under this part shall provide parents of participating children timely information about programs under this part.

Section 1116(c)(4)(A)

- Recognize that communication between home and school should be regular, two-way, and meaningful.

Ark. Code Ann. § 6-15-1702(b)(3)(A)

- To encourage communication with parents, prepare an informational packet to be distributed annually to the parent of each child in the school, appropriate for the age and grade of the child, describing:
 - The school's parental involvement program;
 - The recommended role of the parent, student, teacher, and school;
 - Ways for the parent to become involved in the school and his or her child's education;
 - A survey for the parent regarding his or her interests concerning volunteering at the school;
 - Activities planned throughout the school year to encourage parental involvement;
 - A system to allow the parents and teachers to communicate in a regular, two-way, and meaningful manner with the child's teacher and the school principal.

Ark. Code Ann. § 6-15-1702(b)(3)(B)(i)

- To welcome parents into the school, encourage school staff to use the volunteer surveys to compile a volunteer resource book listing the interests and availability of volunteers.

Ark. Code Ann. § 6-15-1702(b)(6)(ii)

- The parental involvement program in each school shall involve parents of students at all grade levels in a variety of roles.

Ark. Code Ann. § 6-15-1702(b)(1)

- Place a parent-friendly summary of the [district] plan as a supplement to the student handbook.

Ark. Code Ann. § 6-15-1704(a)(3)(A)

- The parent shall sign a form acknowledging receipt of the [district] summary and return the signed form to the school where the student is enrolled.

Ark. Code Ann. § 6-15-1704(a)(3)(B)

- Annually by August 1, the public the public school shall post to the website the public school or public school district:

- The public school's parental involvement plan
- A parent-friendly explanation of the public school's and public school district's parental involvement plans
- The informational packet required by Section 5.01.1 of the Parent Involvement Plan rules.
- Contact information for the parent facilitator designated by the public school under Section 5.08 of the Parent Involvement Plan rules.

Rules Section 3.02.4

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

(Post these items to district website by August 1*)**

- *Make the school parent and family engagement plan available to families and the local community (post to school or district website by August 1)
 - ✓ *Include contact information for the parent facilitator
- Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child
- *Distribute an informational packet annually to include (post to school or district website by August 1)
 - ✓ *Description of Parent and Family Engagement plan
 - ✓ *Recommended roles
 - ✓ *Ways for a family to get involved in a variety of roles
 - ✓ *Survey regarding volunteer interests
 - ✓ *Schedule of activities planned throughout the school year
 - ✓ *Regular, two-way, and meaningful system for parents/teachers to communicate
- *Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook
 - ✓ Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary
- Offer meetings at various times (such as in the morning and evening)
- Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)

- *(May offer transportation as such services relate to preventing barriers to parent and family engagement)*
- *(May offer child care as such services relate to preventing barriers to parent and family engagement)*
- *(May offer home visits as such services relate to preventing barriers to parent and family engagement)*

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

What are the Federal and State Requirements?

- As a component of the school-level parent and family engagement developed under subsection (b), each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

Section 1116(d)

- Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standard, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and the positive use of extracurricular time.

Section 1116(d)(1)

- Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum-
 - Parent teacher conferences
 - Frequent reports to parents on their children's progress
 - Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities
 - Ensuring regular, two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Section 1116(d)(2)et seq.

- To encourage communication with parents, schedule no fewer than two (2) parent-teacher conferences per school year.

Ark. Code Ann. § 6-15-1702(b)(3)(B)(ii)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Jointly develop a School-Parent Compact
 - ✓ Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement
 - ✓ Address the importance of regular two-way, meaningful communication through:
 - conferences (no fewer than 2 each year)
 - frequent reports on progress
 - reasonable access to staff
 - opportunities to volunteer
 - observation of classroom activities
- Build and develop a partnership to help children achieve the challenging State academic standards
- Encourage school staff to use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers
- Involve parents in a variety of roles

5: Reservation of Funds

(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)

What are the Federal and State Requirements?

- Parents and family members of children receiving services shall be involved in the decisions regarding how funds reserved are allotted for parent and family engagement activities.

Section 1116(a)(3)(B)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Involve parents and family members of children receiving services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities
 - ✓ (if the school system receives more than \$500,000 Title I, Part A allocation and a percentage of the 1 percent reservation of funds is allocated to the school)

6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

What are the Federal and State Requirements?

- Each public school shall investigate and, where feasible, utilize community resources in the instructional program of the school.

Rules Section 5.06

- To the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Section 1116(e)(4)

- The parental involvement program in each school shall be comprehensive and coordinated in nature.

Ark. Code Ann. § 6-15-1702(b)(2)

- To take advantage of community resources, the school shall:
 - Consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement
 - Enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school
 - Leaders of this organization shall be utilized in appropriate decisions affecting the children and families
 - Engage in other activities that the school determines will use community resources to strengthen school programs, family practices, and student learning.

Ark. Code Ann. § 6-15-1702(b)(8)(B)(i-ii)

- Promote and support responsible parenting.

Ark. Code Ann. § 6-15-1702(b)(4)(A)

- Recognize that community resources strengthen school programs, family practices, and student learning.

Ark. Code Ann. § 6-15-1702(b)(8)(A)

- Collaboration with parents may be accomplished through the coalition of parents and representatives of agencies, institutions, businesses and industries required for development and implementation of the school level.

Rules Section 3.02.1

- The parental involvement plan shall be incorporated into the public school 's improvement plan.

Rules Section 3.02.2

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Investigate and, where feasible, utilize community resources in the instructional program
- Coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (*applicable to elementary schools*), college and career ready resources or organizations (*applicable to middle and high schools*), parent resource centers, or other programs that encourage and support parents in fully participating
- Promote and support responsible parenting
- Consider recruiting alumni to create an alumni advisory commission
- Enable the formation of a Parent Teacher Association or organization
 - ✓ Leaders of said organization will be utilized in appropriate decisions
- Engage in other activities that will use community resources strengthen school programs, practices, and learning
- Ensure the plan is comprehensive and coordinated in nature
- Incorporate this plan into the school's improvement plan

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)

What are the Federal and State Requirements?

- To help parents in assisting students, schedule regular parent involvement meetings at which parents are given a report on the state of the school and an overview of:
 - What students will be learning;
 - How students will be assessed.
 - What a parent should expect for his or her child's education; and
 - How a parent can assist and make a difference in his or her child's education.
Ark. Code Ann. § 6-15-1702(b)(5)(B)(i)(a-d)

- A description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards students are expected to meet.
Section 1116(c)(4)(B)

- The school will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following:
 - The challenging State academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their children
Section 1116(e)(1)

- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement.
Section 1116(e)(2)

- Promote and support responsible parenting.
Ark. Code Ann. § 6-15-1702(b)(4)(A)
- To help parents in assisting students, as funds are available:
 - Purchase parenting books, magazines, and other informative material regarding responsible parenting through the school library, advertise the current selection, and give parents an opportunity to borrow the materials for review;
 - Create parent centers;
 - Plan and engage in other activities determined by the school to be beneficial to promoting and supporting responsible parenting.
Ark. Code Ann. § 6-15-1702(b)(4)(B)(i-iii)
- Acknowledge that parents play an integral role in assisting student learning.
Ark. Code Ann. § 6-15-1702(b)(5)(A)
- To help parents in assisting students, provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation;
 - Role play and demonstration by trained volunteers;
 - The use of and access to Department of Education website tools for parents [<http://www.arkansased.gov>];
 - Assistance with nutritional meal planning;
 - Other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education
Ark. Code Ann. § 6-15-1702(b)(5)(B)(ii)(a-d)
- To encourage a parent to participate as a full partner in the decisions that affect his or her child and family, the school shall:
 - Sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
Ark. Code Ann. § 6-15-1702(b)(7)(B)(ii)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Schedule regular parent involvement meetings
- Provide parents with a description and explanation of the curriculum in use
- Provide parents with individual student academic assessment results and interpretation of those results
- Provide parents with a description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards
- Provide assistance and instruction to parents of children served by the school in understanding these topics:
 - ✓ Arkansas Academic Standards
 - ✓ State and local academic assessments including alternate assessments
 - ✓ Title I, Part A requirements
 - ✓ Strategies parents can use to support their child's academic progress
 - ✓ Partnering with teachers to support their child's academic achievements
 - ✓ Incorporating developmentally appropriate learning activities
 - ✓ Use of ADE website and tools for parents [<http://www.arkansased.gov>]
 - ✓ Assistance with nutritional meal planning and preparation
 - ✓ How parents of high school students can be involved in the decisions affecting course selection, career planning ,and preparation for postsecondary opportunities
 - ✓ Including role play and demonstration by trained volunteers
- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Promote and support responsible parenting

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners.

Describe/List methods of parents' assistance for building staff capacity.

Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)

What are the Federal and State Requirements?

- Each school and local educational agency [district] assisted under this part will —
 - Educate teachers, pupil services personnel, principals, and other staff (with the assistance of parents) in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between home and school.

Section 1116(e)(3)
 - Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of students in Title I programs in a format and, to the extent practicable, in a language the parents can understand.

Section 1116(e)(5)
 - Provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request.

Section 1116(e)(14)
- Acknowledge that parents play an integral role in assisting student learning.

Ark. Code Ann. § 6-15-1702(b)(5)(A)
- Welcome parents into the school and seek parental support and assistance.

Ark. Code Ann. § 6-15-1702(b)(6)(A)
- Not have any policies or procedures that would discourage a parent from visiting the school or from visiting a child's classroom.

Ark. Code Ann. § 6-15-1702(b)(6)(B)(i)

- To welcome parents into the school, encourage school staff to use the volunteer surveys to compile a volunteer resource book listing the interests and availability of volunteers, so that school staff may:
 - determine how frequently a volunteer would like to participate, including the option of just one time per year;
 - include options for those how are available to help at home;
 - help match school needs with volunteer interests.

Ark. Code Ann. § 6-15-1702(b)(6)(B)(ii)

- To encourage a parent to participate as a full partner in the decisions that affect his or her child and family, include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

Ark. Code Ann. § 6-15-1702(b)(7)(B)(i)

- The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require the following professional development hours according to the professional development schedule under Ark. Code Ann. § 6-17-709

- Two (2) hours as part of the minimum number of hours required for teachers, designed to enhance understanding of effective parental involvement strategies
- Two (2) hours as part of the minimum number of hours required for administrators, designed to enhance understanding of:
 - Effective parent involvement strategies; and
 - The importance of administrative leadership in setting expectations and creating a climate conducive to parental participation

*Ark. Code Ann. § 6-15-1703(a); Ark. Code Ann. § 6-17-709
Standards for Accreditation of Arkansas Public Schools and School Districts
July 2018 Standard 4-G.1 Professional Development (D-S/C)*

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance
- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

9: Building Capacity - Discretionary

The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.

Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

- Trainings:** Involve parents in the development of training for teachers, principals, and educators to improve the effectiveness of the training.
Section 1116(e)(6)

- Literacy Training:** Provide necessary literacy training from funds received under this part if the local educational agency [district] has exhausted all other reasonably available sources of funding for such training.
Section 1116(e)(7)

- Expenses to Enable Participation:** Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
Section 1116(e)(8)

- Parent Leadership:** Train parents to enhance the involvement of other parents.
Section 1116(e)(9)

- Flexible Options:** Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.
Section 1116(e)(10)

- Model Approaches:** Adopt and implement model approaches to improving parent and family engagement.
Section 1116(e)(11)

- **Parent Advisory Council:** Establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.

Section 1116(e)(12)

- **Community and Business Roles:** Develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.

Section 1116(e)(13)

Review

- Every public school district shall annually review and approve the parental involvement plan for each public school under the district's authority.

Rules Section 4.03

- The State educational agency shall review the local educational agency's [district] parent and family engagement policies and practices to determine if the policies and practices meet the requirements of this section.

Section 1116(h)