**Title I - Parent Involvement Policy**

All schools receiving Title I funds must consult with parents and teachers of children participating in Title I programs on the design and implementation of those programs. Through these meetings, activities and efforts parents are provided opportunities to participate in the program planning process from the local school level to the district level. In addition, parents are exposed to a vast amount of information on almost every topic that relates to, encourages and ensures a successful educational experience for their child.

**Parents of students attending private or charter schools that are eligible to receive Title I funds will be provided with parental involvement opportunities. Such parents will be included in timely and meaningful consultation regarding program planning, professional development opportunities and parental involvement activities.**

* The goal of Title I parental involvement opportunities are to build capacity and effective partnerships with the school community to support student academic achievement.
* This is accomplished by parent organizations at the school and district level. HMS chooses to utilize the building level School Advisory Council (SAC) and Effective Schools Advisory Council (ESAC) at the district level.
* A critical means of supporting this partnership is the parent/teacher compact. The compact ensures *shared* responsibility in student performance. It is discussed at a parent-teacher conference at least annually as it relates to the individual child's achievement.

**I. PARENT INVOLVEMENT TIMELINES**

**A.** **AUGUST - SEPTEMBER**

**Annual Mandatory Meeting**

* At the annual meeting school personnel will review the school's Title I program design including description and explanation of the curriculum and assessment information on school performance profiles, solicit input from parents to plan the remainder of the school's parent meetings, and discuss and distribute the Title I Parent Involvement Policy.
* Parents will be informed of their right of consultation in terms of flexible and regular meetings (AM, PM) with an opportunity to establish mechanisms for reasonable access to staff, opportunities to volunteer and participate in their child's class, observe classroom activities, and have access to written evaluations following the activities.
* Parents will receive timely responses to their suggestions. This meeting occurs during each school’s Open House or August/September SAC meeting.

**B. OCTOBER - DECEMBER**

* A parent/teacher conference must be held at least annually in the elementary grades to discuss the parent/teacher compact.
* Parents are notified of the school’s designation and identified as needing improvement in regards to Annual Yearly Progress (AYP) process. The AYP process involves discussion and procedures for parents’ options of the School Choice Option and Supplemental Educational Services (SES) and other information that is required by the NCLB law. Parents are given the opportunity to email or set an appointment with Freddie Salgado, the Title I Programs Director, at their earliest convenience.
* When the district makes the plan available to the state PED, parent comments stating that the plan was not satisfactory will be added to the District Plan (EPSS).
* Schools must provide activities that focus on the development and reinforcement of parenting skills/training that support their child's educational plan.

**C. JANUARY - MAY**

* Schools hold parent meetings that continue training and building strong parent involvement in the school. This should include a needs assessment, program planning, and review of programming for the school year.
* With parents conduct an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the Title I schools.
* Involve parents in decisions regarding how parental involvement funds are allotted for parent activities.
* Involve parents in the activities of the schools.

**II. STRUCTURES AND OPERATION: DISTRICT LEVEL**

The district Title I parent advisory meets for the purpose of providing direction, support, and education for the general operation of the Title I Parent Involvement Policy component and meets on an advisory level for the district Title I program planning.

**III. STRUCTURES AND OPERATION: SCHOOL LEVEL**

1. **All Title I schools in the Hobbs School District are implementing School-wide Title I programs.**

These schools shall hold their Parent Involvement Annual meeting early in August or September to review the school’s program design for the current school year and discuss meetings/activities for the remainder of the school year. At least one of the meetings will involve consulting with parents on the design and implementation of the program for the next school year. Parents will also be members of the school's program planning committee (SAC), the group responsible for planning the school’s program. “All Title I schools must ensure that the parents signing the Title I Proposal are not also Hobbs Municipal Schools employees”.

1. Schools may provide information on a wide variety of topics, including: reinforcing academic skills at home, setting up a stimulating learning environment at home, monitoring television/computer use, fostering positive self-esteem in their children, assisting in homework completion, monitoring attendance, understanding key issues in child development, and providing even more encouragement for their child to do their very best in school.
2. Parents, teachers, educational assistants, and other school personnel may participate in the parent activities. Interested parties may attend the Title I activities as long as no additional expenditures of money will result from their participation and the intent of the activity is to address needs, interest, and concerns of Title I parents.
3. A Plan/Calendar of the school-level parent activities should include a flexible series of meetings during the school year.

The Hobbs Municipal Schools has enthusiastically supported not only Title I parent participation at both the district and school levels, but also has provided a broad base of parental involvement activities for all parents of all students in the district.

1. Parents may request and HMS District staff provides parents with information regarding the professional qualifications of students’ classroom teachers, the “Parents Right To Know”, which includes the following:
* Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction to the child.
* Whether the child is provided services by paraprofessionals and, if so, their qualifications.
* Parents will be notified if a child is assigned or has been taught for 4 or more consecutive weeks by a teacher or substitute who is not highly qualified.

**Approved by HMS Board of Education upon approval of application**