



Title I Parent Involvement

Notification

Due to the implications of COVID-19 and the impact on learning models throughout the 2020-2021 school year, activities, engagement events, etc. as listed below, may have been adjusted or paused, in order to meet the needs of students and families during this unprecedented time.

PART I: GENERAL EXPECTATIONS

Crystal Lake Elementary D47 agrees to implement the following statutory requirements:

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 families play an integral role in assisting their child's learning;*
- b) that families are encouraged to be actively involved in their child's education at school;*
- c) that families 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) that the carrying out of other activities, such as those described in section 1118 of the ESEA are carried out.*

PART II: IMPLEMENTATION OF DISTRICT PARENTAL INVOLVEMENT COMPONENTS

The Crystal Lake School Board adopted the following policies:

- [Policy 6:170:](#) Title I Programs/Adopted Aug.18, 2008-Revision Dec. 12, 2016/Active & States that the District will provide in such manners to ensure equivalency among all of the district's schools. District & School Level Title I Parent & Family Engagement Compacts are defined.
- [Policy 8:95:](#) Parental Involvement/Adopted Aug. 18, 2008-Revision June 20, 2011/Active & States collaborative relationships with student families and the District.

**These Board policies noted are available on and linked to the district web page.*

1. Crystal Lake Elementary D47 will take the following actions to involve families in the joint development of its district wide parental involvement plan under section 1118 of the ESEA:

- *Hold Title I meetings with families and school representatives dedicated to formulating and/or revising the district parent involvement policy.*
- *Distribute an annual parent survey. Results of the survey are provided to the Board of Education.*
- *Encourage families to continue to be actively involved in the development of the District 47 strategic plan. The plan includes collective commitments for administrators, staff, students and their families.*
- *Encourage a board of volunteers to formulate and provide them a range of opportunities to participate actively in school decisions and governance such as; BPAC, PTO's, etc.*
- *Maintain ongoing communication collaboration via multiple avenues such as meetings, surveys, etc.*

2. Crystal Lake Elementary District 47 will take the following actions to involve families in the process of school review and improvement under section 1116 of the ESEA:

- *Parent representatives are invited to participate in the district and school improvement planning process.*
- *District and school improvement plan strategies and results are shared annually with the Board of Education.*
- *District and school improvement plans are posted on the district website.*
- *Family involvement goals will be included in each improvement plan, when appropriate.*
- *Families will be given the opportunity to complete surveys and/or assessments.*
- *The district will convene a yearly meeting to update Title I and school wide plans as necessary for the community and families.*

3. Crystal Lake Elementary District 47 will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective family involvement activities to improve student academic achievement and school performance by:

- *Facilitating the annual parent meeting to evaluate and revise the parent policy and conduct a needs assessment.*
- *Assisting staff in the planning and facilitation of curriculum family nights such as; Family Literacy and or Math Nights- to allow parents a hands on approach in understanding math and reading concepts.*
- *Initiating the Director of Dual Language and English Learner Programs to schedule and facilitate the Bilingual Parent Advisory Council meeting for parents of ELL students multiple times throughout the year.*
- *Offering the BPAC representatives to attend professional learning opportunities such as, but not limited to the annual state parent summit.*
- *Offering the district-wide/school-wide family information on the appropriate websites. Information can include; school event calendars, homework, curriculum, family voice (suggestions), links to state and other resources in the community.*
- *Coordinate an open house, informational nights to discuss student issues and educate families on the school/student systems to be fully aware and engaged in their child's learning environment.*

4. Crystal Lake Elementary District 47 will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools.

- a) *The evaluation will include identifying barriers to greater family participation (with particular attention to families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).*
- b) *The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective family involvement, and to revise, if necessary (and with the involvement of families), its parental involvement policies.*

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5. Crystal Lake Elementary District 47 builds school and family capacities for strong family involvement, in order to ensure effective involvement of families and to support a partnership among the school involved, families, and the community to improve student academic achievement through the following activities specifically described below:

A. Crystal Lake Elementary District 47, with the assistance of its Title I, Part A schools, provides assistance to families of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph –

- the state’s academic content standards,
 - the state’s student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child’s progress, and
 - how to work with educators:
- a) *Title I Administrators review mandatory standardized achievement data such as PARCC results and make the results available to families.*
 - b) *Mandatory standardized achievement data such as PARCC and ACCESS student reports are distributed to schools and families annually.*
 - c) *Illinois School Reports Cards are posted annually on the district website and made available to families at each school.*
 - d) *Family-teacher conferences are held at each school.*
 - e) *Curriculum grade level information is posted on the district website.*
 - f) *Standards based progress reports are sent home on a trimester basis.*

B. Crystal Lake Elementary District 47, with the assistance of its schools, provides materials and training to help families work with their children to improve their children’s academic achievement, such as literacy training, and using technology, as appropriate, to foster family involvement, by the following:

- a) *Teachers include reading and math technology resources and tips in newsletters and/or on teacher websites.*
- b) *Title I schools make academic resources available to students and parents such as online games and activities.*

- d) *Web-based resources are provided for families that support the district curriculum.*
- e) *Standards-based progress reports are available electronically and by paper.*
- f) *Families who do not have access to online resources are provided with paper materials.*

C. Crystal Lake Elementary District 47, with the assistance of its schools and families, educates its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with families as equal partners in the value and utility of contributions of families, and in how to implement and coordinate family programs and build ties between families and schools, by the following:

- a) *Title I administrators host meetings such as; annual parent events, orientation, meet & greet, PTO, and family fun gatherings.*
- b) *Building PTO's actively seek out and involve parents through regular communication updates and information sessions.*
- c) *Title I schools have parent volunteer programs in place.*
- d) *Title I schools communicate with parents by phone, e-mail, parent night, student conferences, parent teacher meetings, newsletters and/or websites.*
- e) *Parent focus groups, strategic plans, surveys/five essentials are conducted as needed to gather parent feedback as a method of collecting data on student related matters.*

D. Crystal Lake Elementary District 47, to the extent feasible and appropriate, coordinates and integrates family involvement programs and activities with Head Start and public preschools. The school will also conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children, by the following:

- a) *EL/Bilingual teachers assess students using state-required assessment(s) at Crystal Lake School District's Carl Wehde Early Childhood Center.*
- b) *Attending an annual parent informational meeting to explain Dual Language programming.*

E. Crystal Lake Elementary District 47 takes the following actions to ensure that information relating to family programs is sent to the homes of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the families can understand:

- a) Standardized documents are made available in English and Spanish, and are posted on the district and school websites.*
- b) Interpreters are present and available at meetings including those related to Title I.*

PART III. DISCRETIONARY DISTRICTWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

Crystal Lake Elementary District 47, along with board policy, strategic plans, the assistance of its schools and in consultation with their families, will build upon the families capacity for involvement in the school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- *Consider and apply reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.*
- *Train parents to enhance the involvement of other parents*
- *Arrange school meetings at a variety of times such as; conferences between teachers or other educators who work directly with participating children and who are unable to attend conferences at school.*
- *Adopt and implement model approaches to improving parental involvement.*
- *Continue to implement a parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs; developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.*

PART IV: ADOPTION

This District Parental Involvement document of understanding has been developed jointly with, and agreed on with, families of children participating in Title I, Part A programs, as evidenced by attendance at the annual meeting.

This document of understanding was adopted as a part of the comprehensive plan by Crystal Lake Elementary District 47 and will be in effect for the current school year. The school district will make this policy available to all families participating within Title I, Part A.

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