



Administrative Regulation 1160.1

Parent Involvement: Encouraging and Supporting Parents' Active Role in Their Children's Education

Responsible Office: Office of the Deputy Superintendent, Department of Family – School Partnerships

PURPOSE

Providing all students with equal access to quality education is a primary goal of the Washoe County School District. It is vital that all partners (parents, educators, businesses and communities) have the opportunity to provide input and offer resources to meet this goal. Developing cooperative efforts and providing access to resources will ensure improved academic achievement for all students, as well as quality schools.

REGULATION

I. General Expectations

1. The Washoe County School District agrees to implement the following federal requirements:
 - a. The District will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. Consistent with section 1118, the District will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
 - c. The District will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
 - d. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the District and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

- e. If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the District will submit any parent comments with the plan when the District submits the plan to the Nevada Department of Education.
- f. The District will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- g. The District will be governed by the following federal statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:
 - i. Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - 1) That parents play an integral role in assisting their child's learning;
 - 2) That parents are encouraged to be actively involved in their child's education at school;
 - 3) 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;
 - 4) The carrying out of other activities, such as those described in section 1118 of the ESEA.

II. Implementation

- 1. The District will take the following actions to involve parents in the joint development of its district wide parental involvement plan under Section 1112 of the ESEA:
 - a. The District will work in consultation with the District's Council on Family Engagement (COFE) to appoint parent representatives to serve on the committee for the District Improvement Plan. The District COFE will work to provide broad representation for the committee including parents of elementary, middle, high school, pre-kindergarten and special needs

students. The District will also share the parent involvement plan with the Council for input and feedback.

2. The District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. The District encourages parent participation on all School Improvement Plan committees. The District will provide, train and encourage parents to better understand the school review and improvement process so that parents are knowledgeable of the process and can make informed contributions to SIP committees.
3. The District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
 - a. The District's Title I Department will work with the District's Family-School Partnerships Department to provide professional development to the Title I funded Parent Involvement Facilitators at each of the District's Title I schools. Research-based programs and best practices will be shared with the school and PIFs. Support for implementation will be provided by the District.
4. The District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs by:
 - a. The District's Council on Family Engagement provides the vehicle for coordinating and integrating programs and activities. Representation on the Council includes key staff from Head Start, and State-operated preschool programs. Key staff collaborates to share strategies and integrate programs through this structure.
5. The District 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. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The District

will use the findings of the evaluation about its parental involvement policy_and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

- a. The District's Council on Family Engagement will collect school site data on parent involvement annually through an annual school site climate survey. Data will be collected from students, parents, and staff, synthesized by internal program evaluation experts and provided in individual reports to schools and collectively to the District's Council on Family Engagement, leadership staff and the Board of Trustees. The data will be provided to schools in time to guide program improvements in working towards more effective parental involvement for the next school cycle.
6. The District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
- a. The District will, with the assistance of its Title I, Part A schools, provide assistance to parents 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:
 - i. The District uses the following research-based programs and best practices to build parents' capacity in understanding critical topics. WCSD Parent University provides more than 280 free classes to

families under 5 topics and the categories are: Supporting Learning at Home and Navigating the Educational System, Leadership and Advocacy, Health and Wellness, Parenting, and Parents' Personal Growth and Development.

- ii. The District's Title I Department also provides key school site parent involvement staff monthly professional development opportunities, and training opportunities through conferences such as the National Title I Conference and the Nevada Summit on Family Engagement in Education.
- b. The District will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement.
- i. WCSD Parent University provides more than 280 free classes to families under 5 topics and the categories are: Supporting Learning at Home and Navigating the Educational System, Leadership and Advocacy, Health and Wellness, Parenting, and Parents' Personal Growth and Development.
- c. The District will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- i. The District will work with the District Council on Family Engagement, the District Title I Department, the Department of Family-School Partnerships, and the University of Nevada, Reno to provide professional development on parent involvement to its administrators, teachers and support staff.
- d. The District will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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, by:

- i. The District's Council on Family Engagement provides the vehicle for coordinating and integrating programs and activities. Representation on the Council includes key staff from Head Start, Reading First, Even Start, the Nevada State PIRC and State-operated preschool programs. Key staff collaborates to share strategies and integrate programs through this structure.
- e. The District will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - i. The District uses a variety of media methods to communicate the availability of programs to parents. These methods include but are not limited to: direct mail to home, flyers sent from school, the District's website, a parent email listserv, collaboration with other related programs and an electronic phone dialing system, Connect Ed.
 - ii. The District provides communication in other languages when possible and provides a dedicated phone line with individuals that speak Spanish.

III. Discretionary Components

1. The District, in consultation with its parents, may choose when practicable, to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, using the following discretionary activities listed under section 1118(e) of the ESEA:
 - a. Involving parents in the development of training on parent involvement for teachers, principals, and other educators to improve the effectiveness of parent involvement training;
 - b. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
 - c. Paying reasonable and necessary expenses associated with parental involvement activities, including transportation, child care costs and other

applicable costs, to enable parents to participate in school-related meetings and training sessions;

- d. Training parents to enhance the involvement of other parents;
- e. In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home_conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- f. Adopting and implementing model approaches to improving parental involvement;
- g. Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement including Title I, Part A programs;
- h. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- i. Providing other reasonable support for parental involvement activities under Section 1118 as parents may request.

IV. Adoption

1. Board Policy 5036.1, Family Engagement, and Administrative Regulation 1160.1, Parent Involvement, have been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by documentation and membership on the District's Parent Involvement Council and documentation of outreach to Title I parents.
2. The District will distribute this regulation and its accompanying Board Policy to all parents of participating Title I, Part A children with a copy of the Nevada State Educational Involvement Accord annually.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This regulation reflects the goals of the District's Strategic Plan, Envision WCSD 2015 – Investing in Our Future.
2. This regulation supports WCSD Board Policy 5036.1, Family Engagement.

3. This regulation complies with Nevada Revised Statutes (NRS) Chapter 392, Pupils, and specifically:
 - a. NRS 392.456 – 392.458, Parental Involvement and Family Engagement
4. The regulation complies with the Elementary and Secondary Education Act (ESEA), Part A – Improving Basic Programs Operated by Local Educational Agencies, and specifically:
 - a. Section 1112, Local Educational Agency Plans
 - b. Section 1118, Parental Involvement
5. This policy complies with the Family Educational Rights and Privacy Act (“FERPA”).

REGULATION HISTORY

Date	Revision	Modification
3/12/2002	1.0	Adopted
11/20/2007	2.0	Revised
10/29/2012	3.0	Revised – to align with Board Policy 5036.1 and any changes to state or federal regulations