

Parent and Community Involvement

The Board of Education believes that a child's education is a responsibility that is shared by family, school and community. The Board recognizes that schools, families, and communities, all contribute to student success, and the best results come when all three work together. To this end, the Board has adopted a Balanced Theory of Action as a strategy for reform governance linked to the structure of an "All-Choice" system of schools where students and parents who have legal guardianship of a child at a Hartford Public School are full partners in decision making that affects them.

The district Parent Involvement Policy is governed by the following statutory definition, and expects all schools to carry out programs, activities and procedures in accordance with the following definition:

Parental Involvement means the participation of parents in regular, two-way communication involving student academic achievement and other school activities.

Parents will:

1. *Play an integral role in assisting in their child's academic achievement*
2. *Be actively involved in their child's education at school*
3. *Be full partners in their child's education, including decision-making and participation on advisory committees and School Governance Councils*
4. *Participate in all other activities as those described in Title I section 1118 of the ESEA (Elementary and Secondary Education Act)*
www.ed.gov/policy/elsec/leg/esea02/index.html
5. *Accept responsibility as outlined in School Compacts.*

The Hartford Public Schools will put into operation programs, activities and procedures for the involvement of students and parents in all of its schools. Each year the Board shall also conduct a meeting, at a convenient time, to involve parents in the planning, review and improvement of programs funded by Title I. All parents of participating children will be invited and encouraged to attend. At this meeting, parents will be given a description and explanation of the Title I curriculum, the forms of academic assessment used, the proficiency levels students are expected to meet and information regarding the importance of parental involvement.

The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.

To the extent practical, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in an understandable and uniform format and, including alternative formats upon request, and, to the extent practical, in a language parents understand.

Parent and Community Involvement (continued)

If the LEA plan is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.

The school district will ensure that parents of children served in Title I, Part A schools are involved in decisions about how funds reserved for parental involvement are spent, and will ensure that not less than 95% of the one percent reserved goes directly to the schools.

Legal Reference: Section 1118 of the No Child Left Behind Act of 2001, Public Act 107-110

Policy adopted: November 12, 1997
Policy updated: October 5, 2004
Policy updated: December 7, 2004
Policy updated: August 19, 2008
Policy updated: September 21, 2010

HARTFORD PUBLIC SCHOOLS
Hartford, Connecticut

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The district will implement the required district wide parental involvement policy components as follows:

1. The Hartford Public Schools will take the following actions to involve parents in the joint development of its district wide parental involvement plan:
 - A draft of the policy will be presented to the PTO Presidents' Council for review no earlier than October 15 of any given year
 - Each PTO President will gather feedback from their schools
 - Adjustments will be made based on feedback
 - Final policy will be presented to PTO Presidents' Council for approval
 - The final policy shall be presented to Principals and School Governance Councils promptly after Board of Education adoption
2. The Hartford Public Schools will provide the necessary coordination, technical assistance, and other support to assist schools in planning and implementing effective parental involvement activities to improve student academic and school performance by:
 - Ensuring parent representation on the School Governance Council
 - Ensuring that schools establish Parent-Teacher Organizations by October 15 of any given year
 - Flexibly scheduling parent/teacher conferences to ensure attendance
 - Including parents on standing committees and team meetings
 - Scheduling parent orientation meetings a minimum of 3 times per year, where topics important to the school community are explained, such as the school compact, uniform policies, student progress reports, grade-level expectations, etc.
 - Scheduling parent meetings for review of CMT, CAPT and/or other assessment results as appropriate as well as for the development of action plans to address deficiencies.
3. The Hartford Public Schools, with the involvement of parents, will conduct an annual evaluation of the content and effectiveness of the parent involvement policy. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents of students who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school 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 policy.

This evaluation will consist of regular parent surveys conducted by the Family Services Department, in conjunction with the district and school improvement planning timeline. The PTO President or designee shall be provided an opportunity to help construct the survey questions. Data gathered will be disseminated to parents and appropriate changes and or modifications will be made to the parent involvement policy implementation process.

Parent and Community Involvement (continued)

4. The Hartford Public Schools will build the schools' and parents' capacity for strong parental involvement, to improve student and academic achievement, through the following activities described below:

a. The school district will provide assistance to parents of children served by the school district or school in understanding topics such as the following:

- the state's academic content standards
- the state's student academic achievement standards
- the state and local academic assessments including alternate assessments
- how to monitor a child's academic progress
- how to collaborate with teachers and other school staff members

Activities will include but not be limited to Open Houses, Parent Teacher Conferences, Budget Review Meetings, School Governance Team Meetings, Parent Forums, etc., and will ensure that all information is delivered in various formats and, whenever practical, in a language parents understand.

b. Under the all-choice system of schools, the district will 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. These activities will include but are not limited to the following:

- Literacy and technology training for parents
- School-based literacy and math nights
- School-based family literacy activities
- District forums for parents

c. The school 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.

d. The school district, in creating an all Choice system of schools will:

1. Improve the quality of education through a portfolio of high-performing schools of choice.
2. Provide all Hartford students with a choice of safe and high quality schools.
3. Meet a broad, diverse range of student/parent interests and needs, as requested by parents.

All school and program-level communications (which may include but are not limited to newsletters, posters, flyers, correspondence, television and radio spots, Cable Access Channel, website, and Connect Ed) will be done in English, Spanish and other languages as practical.

This District wide Parental Involvement Policy has been developed jointly with, and agreed on, with parents of children in the Hartford Public Schools as evidenced by:

Parent and Community Involvement

District Review Committee:

David MacDonald
Brad Noel
Lori Hudson
Martha Bentham
Victor De La Paz
Charlene Mastria

Committee Meeting Participants:

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