

### **Parent Involvement Procedures**

The building Learning Improvement Teams (LIT) will meet at the beginning of each school year to review and implement the following requirements:

1. Determine the most convenient time for parents to attend meetings and the most reliable method for ensuring that parents receive notice of them.
2. Convene an annual meeting to inform parents of their school's participation in Title I and to explain to the parent(s) their rights to be involved.
3. Offer a flexible number of meetings and provide services that promote parental involvement.
4. Provide parents of participating children timely information regarding school performance and their child's individual student assessment results.

In addition, the LIT will also determine what type of activities will be sponsored by the school to enhance home-school cooperation. These activities may include but not be limited to:

1. Conducting parent/teacher conferences which facilitate two-way communication between home and school
2. Holding open houses which provide parents with the opportunity to see the school facilities, meet the staff, and review the program on a first hand basis.
3. Disseminating building and room newsletters to parents on a regular basis.
4. Conducting meetings of parents and staff members to explain and discuss matters of general interest with regard to child-school, child-home, or child-school-home relationships.
5. Sponsoring or cosponsoring special events of a cultural, ethnic, or topical nature, which are initiated by parent groups such as the Migrant Parent Advisory Council, the Special Education Advisory Council, or the PTA. These activities are to involve the cooperative effort of students and parents and should be of general interest to the schools or community.

Date: June 17, 1999