

Summary of Proposed Changes from March 21, 2013 Parent/School Workshop
Board Policy #1012 – Parent and Family Involvement
UPDATED April 8, 2013

The following changes and corrections were made to the proposed Parental and Family Involvement policy based upon discussion at the March 21st Workshop:

- Complaint procedure modified to add additional district-level review after Title Programs Office makes a report and recommended resolution:
 - ADDED: “Right to Appeal to Superintendent or designee – Within thirty (30) days of the date of the Title Programs Office’s report and recommended resolution, the complainant may appeal the dispute to the Superintendent or designee with appropriate supervisory authority over the Title Programs Office. A final report and recommended resolution will then be provided to all parties involved.”
- P. 2 & 3 of Policy - Added references to the appropriate Policy Section where information can be located (i.e., ***Section I, Section II, etc.***)
- In the Parent School Community Council (PSCC) section - the PSCC Handbook is no longer referred to as a “guide for more detailed information.” It is a document including more detailed information and guidelines, and each PSCC is expected to abide by the terms of the PSCC Handbook.
- Date and time of PSCC meetings will be posted on the school’s website and “publicized through other means of communication with parents and families of the school.”
- In addition to publishing PSCC meeting minutes on the school’s website, “[m]eeting minutes shall also be available to parents and families upon request to the school principal.”
- Under Section V – Capacity Building for Parental Involvement, the underlined portion has been added in Paragraph 8:
 - If requested by parents, the opportunity for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, with the District responding to any such suggestions as soon as practicably possible. This includes involvement of parents and families in decisions about how the District allots funds reserved for parental involvement to District schools. The District may use its District-wide Excellence for All parent group and individual school PSCCs to provide advice on this and other matters relating to use of funds for parental and family involvement.
 - My hope is that the above language addresses the parent subcommittee’s concerns about participation in decision making around fund allocations for parental involvement, while keeping within the bounds of the law. The relevant provision in the Elementary and Secondary Education Act (ESEA), commonly cited to as the No Child Left Behind Act, is as follows:

- (B) Parental input

Parents of children receiving services under this part shall be involved in the decisions regarding how funds reserved under subparagraph (A) are allotted for parental involvement activities.

20 U.S.C.A. § 6318(a)(3)(B)(Section 1118(a)(3)(B))

PLEASE REMEMBER, all proposed additions and deletions are subject to change based upon results of the public comment posting period and review and final approval of the Board of School Directors.

**Summary of Proposed Changes from February 7, 2013 EFA Meeting
Board Policy #1012 – Parent and Family Involvement
NEXT MEETING: Parent Workshop March 21, 2013**

The following changes and corrections were made to the proposed Parental and Family Involvement policy based upon events that have occurred since the February 7th EFA Parent Group Meeting:

- The following paragraph on p. 7 of 22 (p. 10 of 27 Redline Version) was deleted as it is redundant of information already contained in this section:
 - When a school has not met criteria for Adequate Yearly Progress and is identified as in “school improvement” status, each school shall, not later than three (3) months after being so identified, develop or revise its school level improvement plan.
- Numbering of sections corrected.
- Authority section moved from end of policy closer to the beginning, to set forth the policy’s organization. Section retitled: “Authority and Organization of Policy”
- Changes in PPS Central Administration have occurred over the past few months. One notable change is the removal of parent engagement to the Equity Office, rather than the Division of Communications and Marketing.

Summary of Proposed Changes from January 31, 2013 Meeting
Board Policy #1012 – Parent and Family Involvement
NEXT MEETING: EFA – February 7, 2013

The following changes were made to the current Parental and Family Involvement policy based upon discussion at the January 31st Committee Meeting:

- Definitions and Authority section were placed at the end of the policy rather than the beginning for greater readability.
- Specific committee members's comments on language that is not a reiteration of statutory language.
- References to the concern for safety, health and welfare of children added throughout, at committee member's suggestion. However, statutory language was not altered.
- PSCC references are consistent throughout, so it is no longer referenced as "Council."
- Add "where applicable" after reference to Early Childhood Education Policy Council representation within PSCC structure.
- Add statement on joint development of PSCC agenda between principals and parents: "Agendas shall be developed collaboratively between principals, parents and families."
- Language around school-level improvement plans revised to read as follows: "All District schools shall complete a school level improvement plan in consultation with parents, school staff, the School District, and outside experts. The school level improvement plan should be completed or revised within three (3) months of the beginning of each school year. When a school does not meet Adequate Yearly Progress (AYP) and is identified as in "school improvement" status, the school shall complete or revise a school level improvement plan within three (3) months after being so identified."
- Right to Education Task Force section was changed per committee member's recommendations:
 - Added: "The Right to Education Task Force works to ensure that parents and families of students who receive special education services are provided information on District programs and equal access to these programs."
 - Task Force meeting date/time/location will be available from PSE as well as on the District's calendar (on the web).
- Under School Volunteers – add reference to Board Policies 920 – Background Checks and 1004 – School Visitors.
- Under Information And Its Distribution To Parents In Understandable Language – added note that District Offerings and Options guide includes information on Parent/Family Involvement Opportunities.

Summary of Proposed Changes
Board Policy #1012 – Parent and Family Involvement
NEXT MEETING: December 11, 2012

The following changes were made to the current Parental and Family Involvement policy based upon discussion at the November 26th Committee Meeting:

- Purpose Language:
 - Language added to convey that the “education, safety, welfare and health” of children is the District’s priority.
 - Add statement that calls focus to the District’s efforts to educate the “whole child”:
“The District’s *Excellence for All* initiative focuses on the ‘whole child’ and treating each child as an individual, considering all aspects that affect each child as he or she grows and learns within the community.”
- Section III – Accountability, Responsibility and Evaluation
 - Delete reference to Funding and Compliance Office/Office of Budget Development, Management and Operations as an office responsible for implementing provisions in the Parental and Family Involvement Policy. This change reflects District practice, because the following departments have sole responsibility to implement this policy: (1) the Division of Communications and Marketing, (2) Office of Curriculum, Instruction and Professional Development, and (3) the Title Programs Office. Thank you to Tamiya Larkin for this clarification.
- Section IV – School Improvement Opportunities and Activities
 - Principal focus group will verify and provide descriptions for “Instructional Cabinet” and “Discipline Committee”.
 - Clarify provisions regarding required clearances for certain school volunteers. Note: Required volunteer clearances are currently under review by the Law Department and administration.

Summary of Proposed Changes
Board Policy #1012 – Parent and Family Involvement
NEXT MEETING: November 26, 2012

The following changes were made to the current Parental and Family Involvement policy based upon discussion at the September 18th Committee Meeting:

- Remove “Declaration of Beliefs” and “Shared Goals” of the School Board. These are included in other Board policies and on the Board’s website.
- Modify headings and sub-headings
- Add information about how parents can request translation services through ESL Department.
- Remove examples of community agencies that have direct access to parents and families for distribution of the Parent and Family Involvement Policy - (Example: Welfare to Work, CYF, Urban League, NAACP, libraries, places of worship, etc.)
- Change departmental designations to reflect current and proper names (e.g., “Office of Curriculum, Instruction and Professional Development,” “Office of School Performance,” and “Budget Development, Management and Operations”)
- Include Title Programs Office as an additional District division/office with responsibility and accountability for implementing and monitoring provisions and initiatives of the Parent and Family Involvement Policy
- Address capitalization of proper nouns where appropriate to align with District practice (e.g., remove capitalization of “Parent and Family Satisfaction Survey”)
- Section IV – remove language indicating that parents will have the opportunity to be selected to serve as volunteers. Parents will have the opportunity to volunteer but may / may not necessarily be selected to do so.
- Modify language throughout to read in a more direct manner.
- Add directive that all schools shall complete a school level improvement plan, not just those that have failed to make AYP. “School level improvement plan” is the terminology used throughout now, instead of “Getting Results” plan and other names which are very specific and have evolved over the years.
- Change “Parent Policy Council” to PSCCs
- Change “Excellence for All Plan” to more generic “Strategic Plan.”
- Under PSCC section: “Individuals who maintain a seat on a PSCC” was changed to “Individuals who participate in a PSCC.” PSCC Procedures added per committee discussion. Membership in PSCC language was changed to reflect “participation in” PSCCs, rather than “membership.”

- EFA Steering Committee Section: Designation of 66 schools was made more generic to account for closed schools.

Prior Changes

The following changes were made to the current Parental and Family Involvement policy based upon discussion at the August 23rd Committee Meeting:

- Definitions Section was added after Purpose Section, and includes definitions of parental involvement and Title I. Definition of parental involvement was revised to include reference to “parental and family” involvement. Add definition of parent as included in current policy (but relocated to the new Definition Section).
- Executive Summary suggestion – Information that would typically be included in an executive summary was added to the Purpose and a newly added Authority Section of the policy
 - Includes a list of 13 bulleted items that must be included in the District policy, as provided by Sandy Zelno
- Delete language that appears to be outdated
- Revise citations and include them in margins rather than in text of document itself
- Add statement that Parental Involvement Policy shall include all parents and families, not just those receiving Title I services
- Add statement that the policy shall be available in all District schools and on the District’s website
- Revise Complaint Resolution Procedure so that it matches up with procedure maintained by Tamiya Larkin
- Suggest deletion of portion regarding Annual School District and School Report Cards required by NCLB. Board Policy 1013 is dedicated to this topic.
- Historical statement on policy development deleted.
- Exact time, date and location of Right to Education Task Force meetings was deleted in favor of more general language. Information on time, date and location is available from the District’s Program for Students with Exceptionalities.
- Make necessary non-substantive alterations to language so that consistency between terms is established across Policy Manual – for example, “Pittsburgh School District” or “Pittsburgh Public Schools” was replaced with “School District of Pittsburgh” and “website” is replaced with “Internet site”
- Remove specific reference to the PSSA as the state assessment.