

4026 – PARENT PARTICIPATION IN TITLE I PROGRAMS FAMILY ENGAGEMENT & FEDERAL FUNDS FOOD USAGE POLICY

1. **Purpose.** In accordance with the requirement of Section 1118 of Title I, the schools operated by Odyssey Charter School, Inc. (the “Schools”) will ensure programs supported by Title I funds must be designed and implemented in consultation with parents of the students being served.
2. **Food Usage.** Federal funds may be used to purchase food to support parent training and meetings when Federal program guidelines permit such use.

The U.S. Department of Education has explained that generally, there is a high burden of proof to show that paying for food and beverages with Federal funds is necessary to meet the goals and objectives of a Federal grant.

If a parental involvement meeting occurs during a typical mealtime (breakfast, lunch, or dinner), Title I funding may be used to cover the cost of meals. If the meeting does not occur during a typical mealtime, the LEA or school may provide light refreshments only. Where possible, meetings should be scheduled at times other than mealtimes and at convenient times for parents to attend.

The cost of food and beverages should be treated as direct rather than indirect costs. Note that the use of Federal grant funds to pay for the cost of alcohol is strictly prohibited.

3. **Family Engagement.** The Board of Directors shall ensure that each school's Title I plan contains a written statement of procedures which has been developed with, approved by, and distributed to, parents of participating students. The procedures shall describe how:
 - A. The Schools expect the parents to be involved in the program, including their participation in the development of the plan;
 - B. Meetings will be conducted with parents including provision for flexible scheduling and whatever assistance the Schools may be able to provide parents in order to better ensure their attendance at meetings, and for providing information in a language the parents can understand;
 - C. Meetings will include review and explanation of the curriculum, means of assessment, and the proficiency levels students are expected to achieve and maintain;
 - D. Opportunities will be provided to parents to formulate suggestions, interact and share experiences with other parents, and participate appropriately in the decision-making about the program and revisions in the plan;
 - E. Parents will be involved in the planning, review, and improvement of the Title I program;

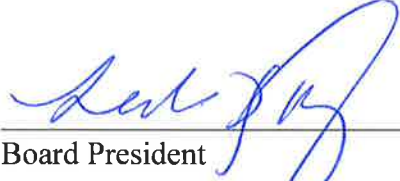
- F. Information concerning school performance profiles and their child's individual performance will be communicated to parents;
- G. Parents will be assisted in providing help to their children in achieving the objectives of the program by such means as ensuring regular attendance, monitoring television-watching, providing adequate time, and the proper environment for homework; guiding nutritional and health practices, and the like;
- H. Timely responses will be given to parental questions, concerns, and recommendations;
- I. The Schools will provide coordination, technical assistance, and other support necessary to assist Title I schools to develop effective parental participation activities to improve academic achievement;
- J. An annual evaluation of the parental involvement plan will be conducted with parents, identifying any barriers to greater parental involvement (such as limited English, limited literacy, economic disadvantage, disability, etc.) and devising strategies to improve parental involvement;
- K. The parental involvement plan will be coordinated with other programs such as Head Start; and
- L. Other activities will be conducted as appropriate to the plan and State or Federal requirements.

The Board of Directors shall also assure that each Title I participating school develops a specific plan, with parental involvement, to:

- A. Convene an annual meeting at a convenient time to which parents of participating children are invited, to explain the parents' rights to be involved and the schools obligations to develop an involvement plan;
- B. Devise a flexible meeting schedule and describe assistance to encourage parental involvement, such as child care, transportation, home visits, or similar aid;
- C. Involve parents in an organized, on-going, and timely way in the development, review, and improvement of parent involvement activities;
- D. Provide participating students' parents with:
 - 1. timely information about the Title I programs;
 - 2. an explanation of the curriculum, the forms or academic assessment, and the proficiency levels expected; and
 - 3. regular meetings, upon request, to make suggestions and receive response regarding their student's education;

- E. Develop jointly with parents a school-parent compact which outlines the responsibilities of the school staff, the parents, and the student for academic improvement, including:
1. the school's responsibility to provide high quality curriculum, and instruction in a supportive, effective learning environment;
 2. parent's responsibility for such things as monitoring attendance, homework, extra-curricular activities and excessive television-watching; volunteering in the classroom; and
 3. the importance of parent teacher communication at least annually; parent teacher conferences to discuss achievement and the compact; frequent progress reports to the parents; and reasonable access to the staff and to observe and participate in classroom activities.

I hereby certify that the foregoing Family Engagement & Federal Funds Food Usage Policy was adopted by a majority vote of a quorum of the Governing Board of Directors at a duly noticed meeting held on May 15, 2024.



Board President

Leslie Maloney

Printed Name