**The Annual Title I Parent Meeting**

**Planning Agenda**

**When**

* Held early in the school year.

**Where**

* Held at a time and place convenient to parents.

**Why**

* **To inform** parents of the purpose of Title I.
* **To share** the Title I program at the school.
* **To review** the school’s achievement data to determine if Title I services are effective in meeting goals for student proficiency in state standards.
* **To inform** parents of their rights under Title I.
* **To give** Title I parents an opportunity to:
* Share their student needs from their perspective.
* Ask for their own meetings and trainings.
* Review the results of an annual parent involvement effectiveness survey.
* Review the parent involvement plan in the School Plan for Student Achievement (SPSA).
* Review/modify the site Title I Parent and Family Engagement Policy and School Parent Compact.

**How**

* Parents are notified in a timely way.
* Parents are notified in a language and format they understand.
* Title I parents are provided with child care and refreshments as necessary and allowable under law.
* The meeting is open to the public. Post agenda 72 hours in advance of the meeting.
* The meeting can be held on Back-to-School Night, Open House, or at PTA meetings.
* The meeting can be held on the same dates as GATE, ELAC, or SSC informational meetings, just not at the same time.

**Who**

* All parents are invited.
* The principal is responsible for arranging the meeting.
* Title I parents assist in developing the agenda.