

## *Programs and Projects Funded by Title I*

### Parental Involvement

The Board of Education recognizes the rights of parent/guardians to be fully informed of all information relevant to their children who participate in programs and projects funded by Title I. The District shall ensure parental involvement in these programs and projects by:

- a. Providing such support for parental involvement activities as required by law;
- b. Convening an annual meeting which all parents/guardians of participating children shall be invited;
- c. Providing parents/guardians with reports on their children's progress;
- d. Providing opportunities for regular meetings of parents/guardians.

### Title I, Part A Written Complaint and Appeal Procedure

#### Who may submit a complaint?

Any public or nonpublic school parent or teacher, other interested person, or agency may file a complaint.

#### What must a complaint contain?

All complaints must be written; signed by the person or agency representative filing the complaint; specify the requirement of law or regulation being violated and the related issue, problem, and/or the concern; contain information/evidence supporting the complaint; and state the nature of the corrective action desired.

#### What must an appeal from a LEA's response contain?

An appeal must contain a copy of the original complaint and a copy of the LEA's response to the original complaint or a statement that the LEA failed to respond in 30 business days.

#### Where should a complaint/appeal to the LEA be sent?

Complaints/appeals regarding the LEA's administration and implementation of its ESEA Title I Grant or Academic Intervention Services for students identified under Commissioner's Regulations Part 100 should be sent first to the School Superintendent of the LEA against whom the complaint is made. The LEA has a 30 business day period in which to resolve a complaint.

Title I complaints should be first sent to the Superintendent of the LEA. If the local LEA fails to resolve the complaint within 30 business days, or fails to resolve the issue to the satisfaction of the complainant, the complaint should be sent to the Title I School and Community Services Office, Room 365 EBA, New York State Education Department, 89 Washington Avenue, Albany, NY 12234; or United States Dept. of Education, Compensatory Education Programs, 400 Maryland Ave., S.W., Room 3W230, FOB#6, Washington, D.C. 20202-6132. For more information go to [www.emsc.nysed.gov/funding/cladcep/ca0809/complaintsappeals.htm](http://www.emsc.nysed.gov/funding/cladcep/ca0809/complaintsappeals.htm)

#### Annual Title I Parent Meeting:

A meeting to discuss the criteria for Title One remedial reading and AIS programming will be scheduled during the 2014-2015 school year.