

TITLE I PARENT INVOLVEMENT SPENDING PARAMETERS rev. 8/10

As supported by Title I law, a minimum of one percent of each school’s Title I allocation **must** be expended for Parent Involvement annually.

Schools should adopt the following sequence when developing a Parent Involvement Plan. Expenses needed to support this plan are more likely to be legitimate Parent Involvement expenses and “In Bounds”.

1. Conduct a needs assessment of present level of parent involvement (the meaningful involvement of parents in the educational efforts on behalf of their children, not the number of parents who show up for school events).
2. Develop strategies to improve on present level of parent involvement: make and takes, FCAT prep, homework help, how to read to your child and how to assist children in content areas, etc.
3. Develop a budget to support the strategies you have selected.
4. Report success in terms of improved student achievement, not improved numbers of parents at school events.

Begin with the end in mind. In what ways can parent involvement be improved resulting in an impact on improving student achievement?

The following information is provided as a guide so long as the expenditure is actually associated with a parent involvement plan. This being said, merely selecting items from the “In Bounds” list is not evidence of a plan. Plan first, expend second and when you expend, stay within the “In Bounds” area.

In Bounds	Out of Bounds
Compensating your staff to implement your Parent Involvement Plan as indicated above. If you purchase a new staff member, and the cost of this person consumes your 1%, how will you support your plan? A plan isn’t a person.	Coding a person on your staff to parent involvement (6150) when that person clearly has duties that are clerical (such as calling parents regarding attendance) or that do not really impact your parent involvement plan.
Costs associated with school level parent involvement workshops such as consultants, printing notices and newsletters, postage, workshop materials and supplies, light snacks purchased through your lunchroom, child care.	Purchases of equipment, copiers, speaker systems, automatic dialers, etc.
Costs associated with communicating with parents such as printing newsletters, postage, etc.	Gifts, gift cards, movie tickets, lottery tickets, anything with monetary value.
Costs associated with recognition activities for parents who demonstrate exemplary involvement or support of the PI Plan such as incentives and rewards: pins, plaques, certificates, ribbons, child care.	Meals for parent meetings.
Costs associated with developing and supporting parent resource centers such as printed materials: books, periodicals, subscriptions, pamphlets, take home books.	Reimbursement for petty cash expenditures other than postage.
Costs associated with participating in district and state level parent involvement workshops, conferences and in-service activities such registration costs, travel costs, per diem costs.	Support for student recognition activities.
Costs associated with conferencing with parents such as vicinity travel, materials, supplies, T Payroll, incentives or supplies to improve attendance.	<i>Note: Although these “Out of Bounds” expenses are not permissible as parent involvement expenses, they may still be allowable as regular Title I expenses.</i>
Student agendas or planners, Parent/Family Resource Handbook-Title I (English & Spanish).	
Light snacks for parent meetings through school’s catering department.	

NOTE: Ordering and receiving goods without the benefit of a requisition processed prior to receipt of goods is a violation of board policy.