

# North Dakota Department of Public Instruction

## Parent Notification Requirements in the Title I Law

DOCUMENT	RECIPIENT	TIMELINE
<p><b>Title I Eligibility</b> A notice to parents informing them of student eligibility for Title I services and giving parents the opportunity to decline services.</p>	Title I parents in targeted assistance schools	Annually (Fall)
<p><b>Parent Involvement Policy</b> The parent involvement policy describes all Title I parent activities, meetings, trainings, and other opportunities for involvement that will be offered to Title I parents.</p>	Title I parents	Annually (Fall)
<p><b>Parent-School Compact</b> This is a jointly developed account of the partnership between the school, parents, and students for improving student achievement of state academic standards.</p>	Title I parents	Annually (Fall)
<p><b>Title I Parent Meeting</b> Parents must receive notice that the Title I program will host a required meeting detailing parents' rights, the program's intent, the services that will be provided, the Title I curriculum, assessments that will be administered, an overview of the Title I parent involvement policy, and the parent's right to refuse services and provide feedback on the Title I program.</p>	Title I parents	Annually (Fall)
<p><b>Title I Progress Reports</b> Parents of Title I students must receive Title I Progress Reports at least twice a year. These reports should include the results from a minimum of three assessment criteria that measure each student's progress in each subject area that they receive Title I services.</p>	Title I parents in targeted assistance schools	At least twice each school year
<p><b>District and School Report Cards</b> Parents must receive a notice regarding the availability of the district and school report cards, which review the achievement of all students and specified subgroups of students.</p>	All parents	Annually (Fall)
<p><b>Individual Student State Assessment Reports</b> Parents must receive the report from CTB that identifies the level of their child's achievement results from the North Dakota State Assessment.</p>	All parents	Annually (Spring)
<p><b>Report of AYP Status</b> A copy of the school's AYP report must go out to parents along with a description of what AYP means and the current status of the school in terms of AYP. The AYP report reviews the school's annual progress on the state assessments to determine if AYP is being met and to identify schools and districts in need of improvement.</p>	All parents	Annually (Fall)
<p><b>Schools Identified for Program Improvement, Corrective Action or Restructuring</b> A district must notify parents if they have been identified as a Program Improvement school. This notice must contain the following information: (1) an explanation of what the identification means, (2) a comparison of how the school compares academically to other schools in the district and state, (3) the reasons for identification, (4) what the school is doing to raise achievement (5) how parents can be involved in addressing academic problems, (6) opportunity for school choice, (7) opportunity for supplemental services, (8) descriptions (if applicable) of corrective action and restructuring plans.</p>	All parents	Once schools receiving Title I, Part A funds are identified for Program Improvement
<p><b>Notice of Parent Right to Request Teacher and/or Paraprofessional Qualifications</b> Parents must receive a notification of their right to request information on teachers' qualifications. If such a request is made, parents should receive information on whether teachers meet state certification requirements for the grade level and subjects they're teaching, whether they are teaching via provisional waiver or emergency permit, their degree major and field of discipline as well as any graduate certification they hold. If their child receives any services from a paraprofessional, parents should also be notified if the paraprofessional has met paraprofessional qualifications.</p>	All parents in Title I-funded schools	Annually (Fall)