

Parent and Family Engagement Compliance Calendar

NOTE: The items identified on this calendar are NOT exhaustive for an effective parent and family engagement program. Many of the items are referenced by statute. Additional items are included for your information and convenience. This document is the updated version as shown in the footer.

August

- Texas Parents' Day (2nd Sunday of the month.)
- Administer a Home Language Survey for each student who enrolls in a Texas public school for the first time.
- Notify parents, at least 14 days prior to the beginning of school and at the time of enrollment for new students, of Persistently Dangerous Schools and the option to transfer to a safe public school within the LEA including a public charter school.
- Notify parents of their right to request and receive information regarding the professional qualifications of the student's classroom teachers. *ESSA Section 1112 (e)(1)(A)*
- Consult with parents and families to jointly develop or revise and agree upon and distribute the District and Campus Parental Engagement Policies. *ESSA Section 1116 (a)(2) and (b)(1)*
- Consult with parents and families to develop or revise and agree upon the School-Parent Compact. *ESSA Section 1116 (d)*
- Each Title I, Part A campus has a school-parent compact that outlines how the parents, the entire school staff, and the students share responsibility for improved student achievement and by the means the school and parents will build and develop a partnership to help children achieve the State's high standards. *ESSA Section 1116 (d)*
- Schedule two (2) fall Title I, Part A Annual Parent Meetings – different days and different times during the day, per TEA (usually convene meeting in September). *ESSA Section 1116 (c)(1)*
- Shall provide assistance to parents in understanding the challenging State standards, State and local assessments, and how to monitor a child's progress. (This can be provided at a time other than August.) *ESSA Section 1116 (e)(1)*
- Shall provide materials and training to help parents to work with their children to improve their children's achievement. (This is frequently provided as an ongoing task through the school year.) *ESSA Section 1116 (e)(2)*
- Shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff members, with the assistance of parents, in the value and utility of the contributions of parents. (The training could be at a time other than August.) *ESSA Section 1116 (e)(3)*
- To ensure parental participation in the MEP, the migrant-funded LEA with programs of one school year in duration will establish an LEA-wide migrant parent advisory council (PAC) which will be

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elected by the parents of eligible migrant students and which will be composed of a majority of such parents. 1304(c)(3)

- Migrant-funded LEAs and SSA fiscal agents shall establish and consult a PAC even if the contracting agents have schoolwide programs.
- The LEA or SSA fiscal agent will have meaningful consultation with parents of migratory children including the migrant parent advisory council (PAC) in the planning and operation of the local migrant education program. “Meaningful consultation” includes, but is not limited to both of the following:
 - Providing copies of pertinent district and campus improvement plans, state plans, state and federal laws, regulations, and rules; copies of reports resulting from audits, TEA monitoring visits, and complaint investigations; and copies of LEA needs assessments, evaluations, NGS reports, and Standard Application System (SAS) funding applications that describe the academic performance and service of migrant students in comparison to other student populations;
 - Providing empowerment training for PAC members at no cost to parents; said training includes, but is not limited to, providing PAC members, in their dominant language, a clear understanding of the key issues and decision points from aforementioned data sources to facilitate informed input and advice to the district before program designs and decisions are finalized.
- The planning and implementation of the LEA’s Migrant Education Program provides for the same parental involvement as required for programs and projects under Section 1116. 4. PAC meetings must be conducted in a format and language that is understandable to migrant parents. To ensure full parent participation, PAC meetings should be held at times convenient for the migrant parents and transportation and childcare should be offered.
- Outreach to parents and families of English Learners and inform them how they can be involved in the education of their children and assist their children to attain English proficiency and achieve at high levels. ESSA Section 1112 (e)(3)(C)
- Each local educational agency using funds under this part or title III to provide a language instruction educational program as determined under title III shall, not later than 30 days after the beginning of the school year, inform parents of an English learner identified for participation or participating in such a program. ESSA 1112 (3)(A)
- The LEA homeless liaison will inform parents/guardians of homeless students the educational opportunities and other services available to the child. (Identification of homeless students usually occurs at registration but can occur at any time during the school year as family situations change.)
- Complete ESSA Consolidated Federal Grant Application (due September 3rd.)
- Prepare and submit ESSA Consolidated Compliance Report, due September 30th.

September

- If allowed by your LEA or campus administrators, register for the Association for Compensatory Educators of Texas (ACET) Conference. (Virtually on October 27-29)

September Cont.

- If allowed by your LEA or campus administrators, register for the Statewide Parental Involvement Conference. (Virtually on December 9-10)
- ESSA Consolidated Federal Grant Application, due September 3.
- Conduct Parent-Teacher Conferences where school-parent compacts are discussed (required at the elementary level.) *ESSA Section 1116 (d)(2)(A)*
- Convene and document the Title I, Part A Annual Parent Meetings for each Title I, Part A Campus. *ESSA Section 1116 (c)(1)*: explain the program requirements, inform parents of their right to be involved, and explain the Reservation of Funds for parental engagement and the parents' role in deciding the use of the funds (for schools receiving \$500,000 or more Title I, Part A funds.)
- Provide communications about the Title I, Part A program in a format, and the extent practicable, in a language parents understand. (Provide information to parents in a format and language they understand is practiced throughout the school year.) *ESSA Sections 1112 (e)(4) and 1116 (b)(1) & (e)(5)*
- If this has not been done already, distribute the District and Campus Parental Engagement Policies to parents and families. *ESSA 1116 (a)(2) & (b)(1)*
- If this has not been done already, distribute the School-Parent Compact to parents and families. *ESSA Section 1116 (d)*
- The Schoolwide Plan/Campus Improvement Plan shall be available to parents and families. *ESSA Section 1114 (b)(2) & (4)*
- A school district that assigns an inappropriately certified or uncertified teacher to the same classroom for more than 4 consecutive weeks during the same school year shall provide written notice of the assignment to a parent or guardian of each student in that classroom. *ESSA Section 1112 (e)(1)(B)*
- Prepare and submit ESSA Consolidated Compliance Report, due September 30th.

October

- If this has not been done already, conduct Parent-Teacher Conferences where school-parent compacts are discussed (required at the elementary level.) *ESSA Section 1116 (d)(2)(A)*
- If allowed by your LEA or campus administrators, register for the Statewide Parental Involvement Conference. (Virtually on December 9-10)
- If allowed by your LEA or campus administrators, attend the Association for Compensatory Educators of Texas (ACET) Conference. (Virtually on October 27-29)

November

- If allowed by your LEA or campus administrators, register for the Statewide Parental Involvement Conference. (Virtually on December 9-10)
- National Parent Involvement Day. (3rd Thursday of the month)
- Texas Academic Performance Reports (TAPR) updated on a rolling basis as data is processed; released late November.

December

- If allowed by your LEA or campus administrators, register for the National ESEA Conference. (Virtually on February 16-19)
- If allowed by your LEA or campus administrators, attend the Statewide Parental Involvement Conference. (Virtually on December 9-10)

January

- Disseminate Annual State Report Card and Annual LEA Report Card results to parents, usually early in the new calendar year but not later than early March depending upon the availability of relevant data. *ESSA Section 1111 (h)(1)(B) and (h)(2)(B)*
- If allowed by your LEA or campus administrators, register for the National ESEA Conference. (February 16-19)
- A school district that assigns an inappropriately certified or uncertified teacher to the same classroom for more than 4 consecutive weeks during the same school year shall provide written notice of the assignment to a parent or guardian of each student in that classroom. *ESSA Section 1112 (e)(1)(B)*
- Shall provide assistance to parents in understanding the challenging State standards, State and local assessments, and how to monitor a child's progress. (This is often provided throughout the school year.) *ESSA Section 1116 (e)(1)*
- Shall provide materials and training to help parents to work with their children to improve their children's achievement. (This is frequently provided as an ongoing task through the school year.) *ESSA Section 1116 (e)(2)*
- Shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff members, with the assistance of parents, in the value and utility of the contributions of parents. (The training can be provided throughout the school year.) *ESSA Section 1116 (e)(3)*

February

- Disseminate Annual State Report Card and Annual LEA Report Card results to parents, but not later than early March depending upon the availability of relevant data. *ESSA Section 1111 (h)(1)(B) and (h)(2)(B)*
- If allowed by your LEA or campus administrators, attend the Association for Compensatory Educators of Texas (ACET) Conference. (February 16-19)

March

- If allowed by your LEA or campus administrators, register for the Association for Compensatory Educators of Texas (ACET) Conference. (April 27-29)

April

- Schedule, consult, and conduct with parents and families an annual evaluation of the content and effectiveness of the parent and family engagement policy and program toward improving the academic quality of the schools. *ESSA Section 1116 (a)(2)(D)*

April Cont.

- Consult with parents and families in the development, review or revision, and evaluation of the Schoolwide Plan/Campus Improvement Plan and the District Improvement Plan. *ESSA Section 1114 (b)(2)*
- If allowed by your LEA or campus administrators, attend the Association for Compensatory Educators of Texas (ACET) Conference. (April 27-29)
- Public School Volunteer Week (3rd week of the month.)

May

- Provide to parents information about the level of achievement of the child in each of the required state academic assessments. (If this cannot be completed before the school year concludes do this as soon as practicable.) *ESSA Section 1112 (e)(1)(B)*

June

- Provide parents with information about the level of achievement of the child in each of the required state academic assessments. (If this cannot be completed before the school year concludes do this as soon as practicable.) *ESSA Section 1112 (e)(1)(B)*
- Prepare and submit ESSA Consolidated Federal Grant Application, if applicable.
- Prepare and submit ESSA Consolidated Compliance Report, due September 30th.

July

- Submit ESSA Consolidated Federal Grant Application, if applicable (strive to submit on or before July 1 for July 1 stamp-in date.)
- Prepare and submit ESSA Consolidated Compliance Report, due September 30th.
- National Parents' Day- 4th Sunday of the month.