

LEA-Level Parent & Family Engagement Policy Rubric



LEA Name: _____

Completed by (name of LEA administrator): _____

Title I, Part A of the Elementary and Secondary Education Act (ESEA) 1116(a)(2), requires that a local education agency (LEA) provides specific information in its Parent and Family Engagement Policy. **Review your LEA Parent and Family Engagement Policy** and complete the rubric below. If you are not able to complete this form electronically, please complete by hand. Indicate the score (0, 1, or 2) for each component and total score.

How to Use This Rubric

- For each required element (blue column), determine whether the component is missing, present, or present with detailed implementation/description in the current LEA-level policy. Check the box of the descriptor (gold columns) that most accurately reflects the level of compliance.
- Over this school year, aim for the fully "Detailed/Described" level across all categories to ensure compliance and strong implementation. Utilize this rubric, along with parent/family evaluation data, to guide any needed revisions.

Required Policy Component	0 - Component Missing	1 - Component Present	2 - Implementation Detailed/Described	Score
1. Parent involvement in the development of the LEA Title I Plan (this LEA Plan is submitted annually as part of the Title I Application in Utah Grants). <small>ESEA Sec. 1116(a)(2)(A)</small>	No mention of parent/family involvement in plan development	Policy states that parents are involved, but lacks detail	Clearly explains how parents participate (e.g., meetings, surveys, committees), timelines, and decision-making roles	
2. The LEA provides support to build the capacity of Title I schools in planning and implementing effective family engagement activities that improve student academic achievement and school performance.	No description of LEA support for schools	Mentions support in general terms	Specifies types of support (training, funding, tools), who provides it , and how it improves student outcomes	

Required Policy Component	0 - Component Missing	1 - Component Present	2 - Component Implementation Detailed/Described	Score
ESEA Sec. 1116(a)(2)(B)				
3. Coordination with other Federal, State, and local programs ESEA Sec. 1116(a)(2)(C)	No reference to coordination/integration	Mentions coordination broadly	Details specific programs/laws , alignment strategies, and how coordination enhances engagement efforts	
4. Annual evaluation —including parents/family members—of the policy effectiveness (including barriers, needs of parents, strategies to support successful family-school interactions) ESEA Sec. 1116(c)(4)(D)	No annual evaluation process described	Mentions annual evaluation but lacks required components	Fully describes evaluation process including: <ul style="list-style-type: none"> • methods (surveys, data review) • identification of barriers (specific populations) • parent needs to support children • strategies for improving engagement 	
5. Use of evaluation findings to improve policy and strategies ESEA Sec. 1116(a)(2)(E)	No mention of using evaluation results	States results are used but w/o an explanation	Clearly explains how findings inform decisions , including specific revisions, evidence-based strategies , and continuous improvement cycle	
6. Engage parents in the activities of Title I schools . This may include establishing an LEA parent advisory board to develop, revise, and review the LEA Parent and Family Engagement Policy. Advisory board membership must adequately represent , in numbers and groups, the population of students served by the LEA ESEA Sec. 1116(a)(2)(F)	No mention of parent engagement structures	Mentions parent involvement/engagement generally	Details specific structures (e.g., advisory board), roles/responsibilities , representation requirements , and how input influences decisions	
TOTAL SCORE				/12

Reflecting on the Results

Score of 0-6 indicates the policy is missing components and/or lacks specific implementation information.

Score of 7-9 indicates the policy mentions most required elements but does not provide implementation details for many components.

Score of 10-11 indicates the policy includes most/all components and provides many details indicating how the requirements are carried out.

Score of 12 indicates the policy meets ESEA requirements, details specific structures for each, AND has the potential for strong implementation. Congratulations!