



# Cartersville City School District 2019-2020 Parent and Family Engagement Policy

Revised August 11, 2019

*Collaborating with families to  
create learning environments  
where students thrive!*



**Cartersville**  
*School System*

## What is Family Engagement?

Family Engagement is the participation of parents and family members in regular, two-way, and meaningful communication involving student academic learning and other school activities.

Systemic Family Engagement helps to ensure:

- *families play an integral role in assisting their child's learning.*
- *families are encouraged to be actively involved in their child's education.*
- *families are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child.*
- *activities, such as those described in Section 1116 of the Every Student Succeeds Act (ESSA).*



## About the Parent and Family Engagement Policy

In support of strengthening student academic achievement, the Cartersville City School District (CCSD) has developed this parent and family engagement policy that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district's Title I schools. This plan will describe CCSD's commitment to engage families in the education of their children and to build the capacity in its Title I schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals. When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A provides for substantive family engagement at every level of the program, such as in the development and implementation of the district and school plan, and in carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents and family members in their children's education. Consistent with Section 1116, the CCSD will work with its Title I schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) and each includes, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA.





## Jointly Developed

During the annual State of the District meeting in June, all parents were invited to participate and provide suggestions and ideas to improve this district parent and family engagement policy for the 2019-2020 school year. The district sent two phone call messages to all parents informing them about this meeting and posted an announcement, in English & Spanish, on district and school websites. During this meeting, parents also reviewed and discussed the District's Comprehensive Local Improvement Plan (CLIP). Additionally, each Title I school used its Parent Advisory Council to review the district parent and family engagement policy before the end of the school year. The faculty at each school were given the opportunity to provide input as well.

Upon final revision, the district parent and family engagement policy was incorporated into the CLIP, which was submitted to the state. Parents are welcome to submit comments and feedback regarding the policy at any time on the school district website or by submitting written comments to their child's school. All feedback received by July was considered with the policy for this school year.

The district parent and family engagement policy was posted on district and school websites, distributed during the annual Input Title I school meetings earlier this school year and made available at each school.



## Strengthening Our Schools

This year, a District Level Support Team (DLST) led by the Director of Strategic Planning & School Improvement will provide assistance and support to all Building Level Coordination Teams (BLCT) in our Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the (DLST) to help them improve and strengthen family engagement.

Additionally, the DLST designee will convene the Family Engagement Leadership Event in the spring for all BLCT's to review parent and family engagement requirements and plan opportunities for family engagement input meetings for the remainder of the school year.



## Reservation of Funds

The CCSD reserves the required one percent of the total Title 1 budget for Family Engagement. The DLST leverages these funds to address the needs of each Title 1 school.

Each Title I school will host an annual School Improvement Forum in March for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the district and school level. Comment cards and minutes from these meetings will be reviewed to determine areas of need for the upcoming school year and consider changes to the family engagement budget.





## Opportunities for Meaningful Parent Consultation

Input and suggestions from parents and family members are an essential component of the district and school improvement plans that are developed each year. All parents of students attending Title I schools are invited to attend meeting opportunities described in this section to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals.


### State of the District Meeting June 8, 2020

All parents are welcome to hear the latest updates from the Cartersville City School District as well as review and provide input into the District Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan for the 2020-21 school year. Notices regarding this meeting will be provided through the district's automated phone messaging to all parents in advance of the meeting. The district will also communicate information regarding this meeting on the school district website and the Title I School's website.



### School Improvement Forums March 16-18, 2020

During this week, each Title I school will host a forum for parents and family members to participate in roundtable discussions to review the school-wide plan, the school's parent and family engagement policies as well as provide input on the family engagement budget and programs. Each Title I school will send invitations (paper & electronic) home to parents notifying them about the date and time of the forum. Information regarding the School



Improvement Forum will also be made available on the district and school websites.

Parent input on the use of Title I funds to support family engagement programs may also be provided through the annual family engagement survey. The survey will contain questions related to the family engagement budget as well as other questions to improve the CCSD's overall Family Engagement Program.

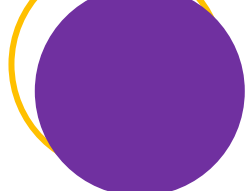
## Building Capacity

The CCSD will build the schools' and parents' capacity for strong family engagement, in order to ensure effective involvement of parents and family members and to support a partnership among the Title I schools, parents, and the community to improve student academic achievement through the following districtwide activities and programs. In the 2019-2020 school year, Cartersville Elementary will implement Academic Parent Teams (APTT) program.


### Parents

The CCSD will work as a district and through its Title I schools to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding the Title I program. The District Level Support Team (DLST) & Building Level Coordination Teams BLCT which include parent representatives will provide classes for parents to gain knowledge about the challenging state academic standards, local academic assessments, as well as the required assessments for Georgia students including alternative forms of assessment. The dates and locations for these classes will be posted on the district website and shared through





each Title I school's website. Teachers will also invite parents to all of these important opportunities.



The CCSD will also coordinate pages on the district and school websites that will contain resources and materials, including parent guides, study guides, and practice assessments to help parents work with their children at home. Copies of these materials will be made available at all Title I schools for those families who may have limited internet access, including copies in Spanish. To assist parents with understanding the online student information system and other digital educational resources (including education about the harms of copyright piracy), the CCSD instructional technology specialists will partner with the DLST to host workshops for parents. Dates and times for these workshops will be determined and announced by each individual school.

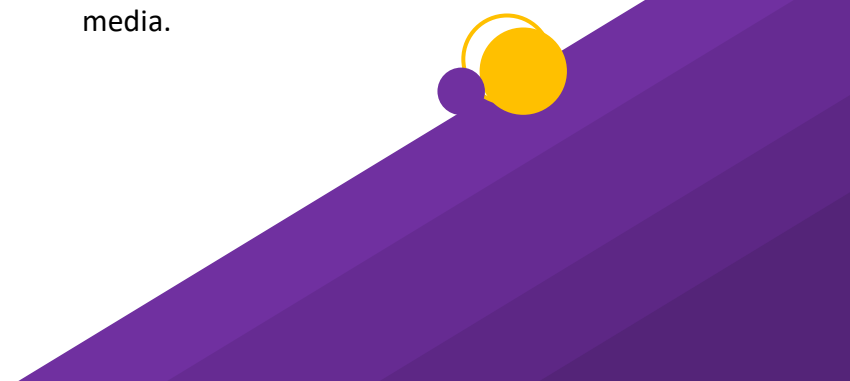
The CCSD will coordinate and integrate the district's family engagement programs with the local preschool program and other federal and state-funded preschool programs in the community by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, the Primary School will host Kindergarten Ready days so parents and rising kindergarten students may tour CPS and receive information to help prepare them and their children for kindergarten. The Elementary School will leverage the APTT program and framework to provide grade level and classroom specific instructional supplemental activities that parents can use at home with their children. They will also host all rising 3<sup>rd</sup>-grade students for a tour of CES and will invite parents to a Rising 3<sup>rd</sup> grade Family Engagement Transition

meeting. The middle school will provide a tour of CMS for rising 6<sup>th</sup>-grade students as well as a transition parent meeting. There will also be a transition information meeting for 7<sup>th</sup>- and 8<sup>th</sup>-grade parents and students.

#### School Staff

The CCSD DLST will conduct training during the school year for principals and school staff to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. Training will also be provided for appropriate school staff and faculty that will focus on creating welcoming environments and improving two-way communication with families.

To ensure that information related to district, school, parent programs, and activities are available to all parents, each Title I school is required to send home and post online information for parents and family members in an understandable language and uniform format. At the beginning of the year, school staff will be trained on parent notifications and resources to be sent home in parents' native language, where applicable, and provide interpreters at parent events and parent conferences. Additionally, information posted on the district website will be translated to the extent practicable. The district will also utilize phone messaging, district and school websites and social media.





## Community Involvement

The DLST designee will collaborate with several community programs to improve student academic achievement.

### *Bartow Literacy Council*

The DLST designee (with other CCSD employees) will attend monthly meetings to be part of a community effort to promote Literacy in Bartow County and support the goal of increasing the percentage of Bartow County Children achieving third-grade reading proficiency as measured by the Georgia Milestones test. The DLST designee will work with the Literacy Council to increase access to books for all Bartow children 0-5 through the promotion of the Imagination Library Program. A (DLST)

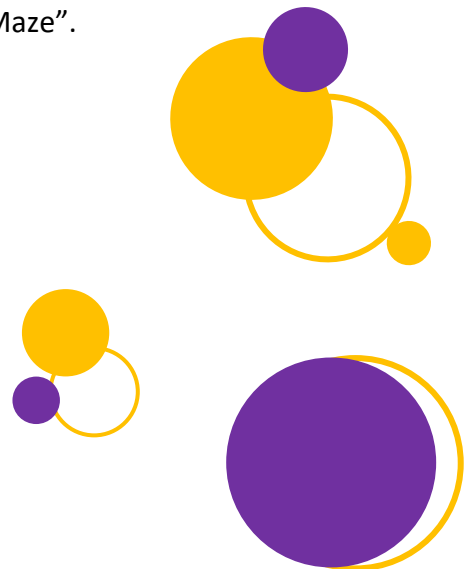
designee will be the interface with all daycares in the city to provide brochures for daycare children to sign up to receive a free book each month through the mail.

### *Bartow County Library*

Another collaboration with a local community organization has been between the Cartersville City Schools and the Children’s librarian at the Bartow County Library. A Title 1 Parent Resource Center is located at the Bartow County Public Library. The library is located in the city easily accessible to many of our targeted needs families. This will provide families with resources year-round, on weekends and later in the evenings when Title 1 school buildings are typically closed.

### *Bartow Collaborative*


A Family Connection Collaborative since 1997 engages community partners to promote healthy, educated and self-sufficient children and families. District Social Workers are very involved with this community-based organization. Some of the (DLST) will participate in collaborative projects such as “Give a kid a Chance” and “Teen Maze”.





## Parent and Family Engagement Evaluation

Each year, the CCSD will conduct an evaluation of the content and effectiveness of this parent and family engagement policy and the family engagement activities to improve the academic quality of the Title I schools through an annual parent survey and School Improvement Forums.

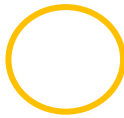


Beginning in March, each Title I school will send home a survey and email a link to the survey for parents to provide feedback regarding the parent and family engagement activities and programs. These surveys will also be posted on the district and school websites for parents to complete. In addition to the annual survey, each Title I school will also use the School Improvement Forum to facilitate group discussions to discuss the needs of children to design strategies for more effective family engagement.

The CCSD will use the finding from the school forums and the survey results to design strategies to improve effective family engagement, to remove possible barriers to parent participation, and to revise its parent and family engagement policy.

## Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, a DLST designee will communicate and collaborate with the District ESOL Coordinator, Social Workers, and Chief Exceptional Services Officer to ensure full opportunities for participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children including



providing information and school reports in a language parents can understand.

## Mark Your Calendars

Annual Parent Survey & School Improvement Forums

**March 16-18, 2020**

State of the District Meeting


**June 8, 2020**

School Board Office

## Adoption

This districtwide parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children, at each Title 1 school, as evidenced by the collaboration of parents, school, and district personnel at the annual State of the District meeting.

This policy was adopted by the Cartersville City School District on July 11, 2019, and will be in effect for the 2019-2020 academic school year. The school district will distribute this policy in multiple ways to all parents of Title I, Part A children on or before September 1, 2019.



**Floyd Braid Director of Strategic Planning & School Improvement  
Cartersville City School District  
[fbraid@cartersvilleschools.org](mailto:fbraid@cartersvilleschools.org)**

