

***Cartersville City School District  
Parent and Family Engagement Policy/Plan  
School Year 2017-2018  
Revision Date 08/16/2017***

In support of strengthening student academic achievement, Cartersville City School District receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the LEA's expectations and objectives for meaningful parent and family engagement and describes how the LEA will implement a number of specific parent and family engagement activities, and it is incorporated into the LEA's plan submitted to the Georgia Department of Education.

**The Cartersville City School District agrees to implement the following requirements as outlined by Section 1116:**

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with Section 1116(d) of the ESEA.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
- The school district will be governed by the following definition of parental involvement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- A. Parents play an integral role in assisting their child's learning
- B. Parents are encouraged to be actively involved in their child's education at school
- C. Parents 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
- D. Other activities are carried out, such as those described in Section 1116 of the ESEA

**JOINTLY DEVELOPED**

The Cartersville City School District will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA:

Parents/stakeholders were invited to provide feedback at each of the Title I schools and were also invited to attend the Comprehensive LEA Improvement Plan (CLIP) meeting on June 13, 2017. The district and schools communicated these opportunities to provide input in a variety of ways including posts on district and school web sites, social media, phone calls, and flyers sent home with students. Additionally, each Title I school used its

School Governance Council to review, give input, and approve the district family engagement policy and Schoolwide Plan (SWP).

## **TECHNICAL ASSISTANCE**

The Cartersville City School District will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

Cartersville City Schools (CCS) will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents 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:

- The CCS Family Engagement Coordinator will work with Title I schools to provide assistance to families in understanding state and district academic information connected to student learning and progress, as well as information regarding the Title I program.
- CCS will support classes for parents to gain knowledge about the Georgia Standards of Excellence, as well as the required assessments for Georgia students including alternate forms of assessment. The dates and locations for these parent meetings will be posted on the school web site and other social media, flyers and/or phone calls.
- CCS & Title I schools will coordinate and integrate the importance of parental involvement during transitional parent meetings. In the spring, all schools will host transitional meetings where parents and students will receive information to help prepare them for the next school building and/or grade level. CCS will also ensure that parents are informed about available resources at Open House, Parent-Teacher Conferences, parent workshops, Family Nights, and PTC meetings held throughout the year.
- To ensure that information related to district, schools, meetings and activities is available to all parents in an understandable and uniform format, each Title I school will post updated information on their school website.
- Parent notifications and resources will be sent home in parents' native language, where applicable, and interpreters will be available at parent events and meetings. Information posted on the district and school web sites will be translated to the extent practicable. The district will utilize phone calls and school newsletters to send out information to parents.
- The Family Engagement Coordinator will provide an online version of the Home & School Connection Newsletter to all Title I Schools in English and Spanish.
- The Family Engagement Coordinator will meet with principals to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community.
- Professional development & technical assistance will be provided to all staff throughout the year.
- The Family Engagement Coordinator will attend all School Governance Council meetings to provide assistance on all matters related to family engagement in Title I, Part A programs. Community leaders and business partners are part of these committees.
- The Family Engagement Coordinator will work to engage community partners at each Title I school.

## **ANNUAL EVALUATION**

The Cartersville City School District will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the needs of parents and family members to assist with the learning of their children, including engaging with

school personnel and teachers and strategies to support successful school and family interactions. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, its parent and family engagement policies.

Each year, the Family Engagement Coordinator will conduct an evaluation of the content and effectiveness of this Parent and Family Engagement Policy/Plan through annual parent surveys. Beginning in April, each Title I school will send home a survey for parents to provide valuable feedback regarding the family engagement activities and programs.

The Family Engagement Coordinator will use the revisions and feedback from the schools and the survey results to design strategies to improve effective family engagement. The information obtained will also be used to remove possible barriers to family participation, and to revise family engagement policies.

### **RESERVATION OF FUNDS**

The Cartersville City School District will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

Annual surveys, parent consultative meetings, and CLIP meetings will allow parents view the family engagement budget and to provide suggestions on how family engagement funds will be used in the upcoming year at the district and school levels. Comments from these meetings will be reviewed and taken into consideration for changes to the family engagement budget.

### **COORDINATION OF SERVICES**

The Cartersville City School District will coordinate and integrate parent and family engagement strategies to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs to include *ESOL, EIP, Etowah Area Consolidated Housing Authority, Hands of Christ, SPED, Social Workers, School Counselors, Mentors, RTI specialists*, etc. that encourage and support parents in more fully participating in the education of their children by planning activities that address identified needs based on parent surveys.

### **BUILDING CAPACITY OF PARENTS**

The Cartersville City School District will, with the assistance of its Title I schools, build parents' capacity for strong parental involvement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help parents work with their children to improve their children's academic achievement. Assistance will also be provided to parents in understanding the following topics:

- The challenging State academic standards
- The State and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child's progress
- How to work with educators

### **BUILDING CAPACITY OF SCHOOL STAFF**

The Cartersville City School District will, with the assistance of its schools and parents, educate its teachers, specialized instructional support personnel, principals, and other school leaders, and other staff in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools by:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
- Training parents to enhance the involvement of other parents
- Maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times or conducting in-home conferences between teachers or other educators who work directly with participating children, with parents who are unable to attend those conferences at school
- Adopting and implementing model approaches to improving parental involvement
- Establishing a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities

### **ADOPTION**

This LEA parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by meeting minutes from the 2016-2017 school year along with signature sheets from parental input opportunities. Any necessary revisions will be made following the sharing of this document at the initial School Governance Committee meetings at each school (scheduled for August, 2017) if any input is given at these meetings.

This policy was adopted by the Cartersville City School District on 08/16/2017 and will be in effect for the period of the 2017-2018 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before September 1, 2017.