

**TITLE I PARENT INVOLVEMENT
AND FAMILY ENGAGEMENT**

Policy Code: 1320/3560

1 The Transylvania County Board of Education (the “board”) recognizes the value of family
2 engagement in a child’s academic success and believes that the education of children is an
3 ongoing cooperative partnership between the home and the school. Parents and other family
4 members are their children’s first teachers; therefore, the continued involvement of parents and
5 family members in the educational process is most important in fostering and improving
6 educational achievement. School system officials shall strive to support parents and provide
7 parents and family members with meaningful opportunities to become involved in the programs
8 offered by the Title I schools. The board encourages parents and family members to participate
9 in the design and implementation of the programs and activities in order to increase the
10 effectiveness of the school system’s Title I program in helping students meet state and local
11 achievement standards.

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13 **A. DEFINITION OF PARENTAL INVOLVEMENT AND FAMILY ENGAGEMENT**

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15 For the purposes of this policy and the Title I program, the term “parental involvement
16 and family engagement” means the participation of parents, and guardians, and other
17 family members in regular, two-way, and meaningful communication involving student
18 academic learning and other school activities, including ensuring the following:

- 19
20 1. that parents and family members play an integral role in assisting their child’s
21 learning;
- 22
23 2. that parents and family members are encouraged to be actively involved in their
24 child’s education at school;
- 25
26 3. that parents are full partners in their child’s education and parents and family
27 members are included, as appropriate, in decision making and on advisory
28 committees to assist in the education of their child; and
- 29
30 4. that the school system engages in utilizes activities to support parental
31 involvement and family engagement in the Title I programs.

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33 **B. PURPOSE AND OPERATION OF TITLE I PROGRAM**

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35 The Title I program is a federally supported program that offers assistance to
36 educationally and economically disadvantaged children to help ensure they receive an
37 equitable, high-quality, well-rounded education and meet the school system’s challenging
38 academic standards. The Title I program provides instructional activities and supportive
39 services to eligible students over and above those provided by the regular school
40 program. When applicable, students must be selected to receive Title I services based on
41 objective criteria that are consistent with federal and state requirements, such as
42 standardized test scores, teacher judgment, and results of pre-school screening and home-
43 school surveys.

44
45 Qualified Title I schools will operate as school-wide programs or targeted assistance
46 programs based upon federal eligibility criteria. School-wide programs will ~~utilize a~~
47 ~~provide~~ comprehensive support to offer improved opportunities for all students in the
48 school to meet the school's academic standards ~~school improvement process enabling~~
49 ~~schools to serve all students in the school.~~ Targeted assistance programs will provide
50 services to eligible students in the school ~~having the greatest need for assistance~~ most in
51 need of assistance, as determined by objective criteria established by the superintendent
52 or designee. Eligibility criteria may include, for example, standardized test scores,
53 teacher judgment, and results of preschool screening and home-school surveys.

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55 Both school-wide and targeted assistance programs shall be based on effective means of
56 improving student achievement and shall include evidence-based strategies to support
57 parental involvement and family engagement.

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59 Transylvania County Schools operates school-wide Title I programs at each of its
60 elementary schools.

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62 **C. ANNUAL MEETING AND PROGRAM EVALUATION**

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64 Each year, school officials must invite ~~Title I~~ parents of student participating in Title I
65 programs ~~must be invited to an annual meeting to explain, at which time parental rights,~~
66 ~~will be explained, to discuss the~~ programs and activities to be provided with Title I funds,
67 and to solicit input on the Title I program and this policy ~~will be discussed, and input will~~
68 ~~be solicited.~~ In addition, school officials must provide all parents and family members
69 will have an meaningful opportunity annually to evaluate the content and effectiveness of
70 the Title I programs and the parental involvement and family engagement policies and
71 plans. Data Information collected from these findings proceedings will be used to revise
72 Title I programs and parental involvement and family engagement plans.

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74 **D. PARENTAL INVOLVEMENT AND FAMILY ENGAGEMENT EFFORTS**

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76 The board believes that the involvement of Title I parents and family members in the
77 design and implementation of the Title I program will increase the effectiveness of the
78 program and contribute significantly to the success of the children. The Title I staff and
79 all school system personnel shall strive to conduct outreach to involve parents and family
80 members and involve them in activities throughout the school year.

81
82 The superintendent shall ensure that this system-level parental involvement and family
83 engagement policy and plan is developed with, agreed upon with, and annually
84 distributed to parents and family members of participating students. In addition to the
85 system-level parental involvement and family engagement plan policy, each school
86 participating in the Title I program shall jointly develop and annually distribute to parents

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87 ~~and family members~~ a school-level written parental ~~involvement policy~~ **and family**
88 **engagement plan** that describes the means for carrying out school-level policy, sharing
89 responsibility for student academic achievement, building the capacity of school staff and
90 parents for involvement, and increasing accessibility for participation of all ~~Title I~~ parents
91 **and family members of children participating in Title I programs**, including parents **and**
92 **family members** ~~with who have~~ limited English proficiency, ~~parents with who have~~
93 disabilities, ~~and parents of or who are~~ migratory children. School-level plans must
94 involve parents in the planning and improvement of Title I activities and must provide for
95 the distribution to parents of information on expected student ~~proficiency~~ **achievement**
96 levels and the school's academic performance.

97
98 School officials ~~will~~ **shall** invite appropriate school personnel from private schools to
99 consult on the design and development of its programs in order to provide equitable
100 services to students enrolled in private schools. The superintendent or designee ~~will~~ **shall**
101 establish **any additional** procedures **necessary** to achieve timely and meaningful
102 consultation with private school officials in accordance with federal law.

103
104 In addition, school system officials and Title I school personnel shall do the following:

- 105
106 1. involve parents **and family members** in the joint development of the Title I
107 **program and school support and improvement** and the process of school review
108 and improvement by including parents on the school advisory committee and **any**
109 committees that review the Title I program;
- 110
111 2. provide coordination, technical assistance, and other support from various central
112 office departments necessary to assist **and build the capacity of all** participating
113 schools in planning and implementing effective parental ~~involvement~~ **and family**
114 **engagement** activities that are designed to improve student academic achievement
115 and school performance;
- 116
117 3. ~~build the schools' and parents' capacity for strong parental involvement by~~
118 ~~collecting and disseminating information on effective parental involvement~~
119 ~~techniques;~~
- 120
121 3. coordinate and integrate parental ~~involvement~~ **and family engagement** strategies
122 **in the Title I program to the extent feasible and appropriate** with parental
123 ~~involvement activities~~ **engagement strategies established** in other **federal, state,**
124 **and local laws and** programs, ~~such as Head Start and similar programs;~~
- 125
126 4. with the **meaningful** involvement of parents, conduct an annual evaluation of the
127 content and effectiveness of the school system parental ~~involvement~~ **and family**
128 **engagement** policies and program in improving the academic quality of the school
129 **and assisting students to meet the school system's academic standards;**

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5. strive to eliminate barriers to parental participation by assisting parents ~~with~~ **who have** disabilities and parents who are economically disadvantaged, have limited English proficiency, are migratory, or have other backgrounds or characteristics that may affect participation;
 6. provide **outreach and** assistance to parents and **family members** of ~~participating Title I~~ children **who are participating in Title I programs** in understanding the state’s testing standards, the assessments used, Title I requirements, and all national, state, and local standards and expectations through such efforts as community-based meetings, **posting information on school websites**, sending information home, newsletters, workshops, and newspaper articles;
 7. design a parent–student–school staff compact that sets out respective responsibilities in striving to raise student achievement and explains how an effective home/school partnership will be developed and maintained;
 8. with the assistance of parents, ensure that teachers, ~~pupil services personnel~~ **specialized instructional support personnel**, principals, and other staff are educated in the value of parents as partners in the educational process and understand how to work with, communicate with, and reach out to parents as equal partners in education;
 9. distribute to parents information on expected student proficiency levels for their child and the school’s academic performance, and provide materials and training to help parents monitor their child’s progress and work with educators to improve achievement through such methods as ~~technology or~~ literacy training **or using technology, which may include education about the harms of copyright privacy**;
 10. coordinate and integrate, **to the extent feasible and appropriate**, parental involvement programs **and activities with federal, state, and local programs, including public** pre-school programs, and conduct other activities in the community that encourage and support parents to more fully participate in the education of their child;
 11. strengthen the partnership with agencies, businesses, and programs that operate in the community, **especially those with expertise in effectively engaging parents and family members in education**;
 12. ensure that parents are involved in the school’s Title I activities; and
 13. provide such other reasonable support for Title I parental involvement activities as requested by parents.

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E. NOTICE REQUIREMENTS

School system officials and Title I school personnel shall provide effective notice of the following information as required by law. The notice must be in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. ~~LEP~~ Program for English Learners

Each year the principal or designee shall provide notice of the following to parents of ~~limited English proficient (LEP) children~~ **learners** identified for participation in a Title I, Part A **or Title III-** funded language-instruction educational program:

- a. the reasons for the child’s identification;
- b. the child’s level of English proficiency **and how such level was assessed;**
- c. methods of instruction;
- d. how the program will help the child;
- e. the exit requirements for the program;
- f. if the child has a disability, how the language instruction educational program meets the objectives of the child’s individualized educational program (IEP); **and**
- g. any other information necessary to effectively inform the parent of the program and the parental rights regarding enrollment, removal, and selection of an ~~LEP~~ program **for English learners; and**
- h. notice of regular meetings for the purpose of formulating and responding to recommendations from parents.**

~~The principal or designee of a school with a Title I, Part A-funded language instruction program that has failed to make progress on the annual achievement objectives for LEP students, shall notify the parents of such failure no later than 30 days after the failure occurs.~~

2. System Report Card ~~and School Progress Review~~

Each year, school system officials shall disseminate to all parents, schools, and

the public a school system report card containing aggregate information about the school system and each school, including, but not limited to;

- a. the following information both in the aggregate and disaggregated by category: student achievement (disaggregated by category), graduation rates, performance on other school quality and/or student success indicators, the progress of students toward meeting long-term goals established by the state, student performance on measures of school climate and safety, and, as available, the rate of enrollment in post-secondary education;
- b. the performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;
- c. the percentage and number of students who are:
 - i. assessed,
 - ii. assessed using alternate assessments,
 - iii. involved in preschool and accelerated coursework programs, and
 - iv. English learners achieving proficiency;
- d. the per pupil expenditures of federal, state, and local funds; and
- e. teacher qualifications.
- ~~f. Each year, school system officials shall disseminate to all parents, schools, and the community the results of the LEA's yearly progress review of each school.~~

3. Teacher Qualifications

- a. **At the beginning of each year, school system officials shall notify parents of Title I students who are participating in the Title I programs of the right to request certain information on the professional qualifications of the student's classroom teachers and paraprofessionals providing services to the child (see policy 7820, Personnel Files).**
- b. The principal or designee of a Title I school shall provide timely notice informing parents that their student has been assigned to or has been taught for at least four consecutive weeks by a teacher who ~~is not "highly qualified" as defined in the No Child Left Behind Act~~ **does not meet applicable state certification or licensure requirements at the grade level or**

subject area in which the teacher has been assigned.

4. Parental Rights and Opportunities for Involvement

- a. Each year, the principal or designee of a Title I school shall provide notice to parents of the school's written parental **and family engagement** policy, parents' right to be involved in their child's school, and opportunities for parents **and family members** to be involved in the school.
- b. Each year, the principal or designee of a Title I school shall provide notice to parents of their right to request information regarding student participation in state-required assessments.

F. WEBSITE NOTIFICATION DISTRIBUTION OF INFORMATION

Each year, school system officials shall publicize on the school system website and, where practicable, on the website of each school:

- 1. the report card described in subsection E.2, above; and
- 2. information on each assessment required by the state and, where feasible, by the school system, organized by grade level. The information must include:
 - a. the subject matter assessed;
 - b. the purpose for which the assessment is designed and used;
 - c. the source of the requirement for the assessment;
 - d. if available, the amount of time students will spend taking the assessments and the schedule of the assessments; and
 - e. if available, the time and format for distributing results.

~~When a Title I school is identified for improvement, corrective action, or restructuring, the school system will display on its website the following information in a timely manner to ensure that parents have current information regarding supplemental services and public school choice, unless the requirements to provide such options have been waived by the U.S. Department of Education:~~

- ~~1. beginning with data from the 2007-2008 school year and for each subsequent school year, the number of students who were eligible for and the number of students who participated in public school choice;~~

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303 2. ~~for the current school year, a list of available schools to which students eligible to~~
304 ~~participate in public school choice may transfer;~~
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306 3. ~~beginning with data from the 2007-2008 school year and for each subsequent~~
307 ~~school year, the number of students who were eligible for and the number of~~
308 ~~students who participated in supplemental educational services; and~~
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310 4. ~~for the current school year, a list of supplemental educational services providers~~
311 ~~approved by the state to serve the school system and the locations where services~~
312 ~~are provided.~~
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314 The superintendent shall develop **any** administrative procedures **necessary** to implement the
315 requirements of this policy.
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317 Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et*
318 *seq.*, 34 C.F.R. pt. 200.; ~~20 U.S.C. 7801(32); *Public School Choice Non-Regulatory Guidance*,~~
319 ~~U.S. Department of Education (January 14, 2009); *Supplemental Educational Services Non-*~~
320 ~~*Regulatory Guidance*, U.S. Department of Education (January 14, 2009); U.S. Department of~~
321 ~~Education approval of Elementary and Secondary Education Act (ESEA) Flexibility Request~~
322 ~~(May 29, 2012)~~
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324 Cross References: Parental Involvement (policy 1310/4002), Goals and Objectives of the
325 Educational Program (policy 3000), Curriculum Development (policy 3100), Personnel Files
326 (policy 7820)
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328 ~~Other Resources: *Giving Parents Options: Strategies for Informing Parents and Implementing*~~
329 ~~*Public School Choice and Supplemental Educational Services Under No Child Left Behind*, U.S.~~
330 ~~Department of Education Office of Innovation and Improvement (September 2007)~~
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332 Adopted: September 15, 2014
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334 Revised: September 21, 2015; November 19, 2015; **[DATE]**