



2016 - 2017

Title I Parental Involvement Policy

WHAT IS PARENTAL INVOLVEMENT?

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

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education.
- That 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.
- The carrying out of other activities, such as those described in Section 1118 of the Elementary and Secondary Education Act (ESEA).

ABOUT THE PARENTAL INVOLVEMENT POLICY

In support of strengthening student academic achievement, Clayton County Public Schools (CCPS) has developed this Parental Involvement Policy that establishes the district's expectations for 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 CCPS' commitment to engage families in the education of their children and to build the capacity of its Title I schools to implement family engagement strategies and activities designed to reach the district's goals for increased student academic achievement.

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 parent and 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 1118 of the Elementary and Secondary Education Act of 1965 (ESEA) contains the primary Title I, Part A requirements for schools and school systems to involve parents in their children's education. Consistent with Section 1118, the district will work with its Title I schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118 (b) and include, as a component, a School-Parent Compact consistent with Section 1118 (d) of the ESEA.

JOINTLY DEVELOPED



Clayton County Public Schools (CCPS) support and solicit family involvement of children being served in activities funded by Title I. This is an essential component for increasing student achievement and ensuring continued success. In support of strengthening student academic achievement, CCPS has developed this parent involvement policy that establishes the district's expectations for parental involvement. The policy includes guided strategies and resources that strengthen school-parent partnerships in the district's Title I schools.

In May and June 2016, all parents of children in Title I schools were invited to participate and provide suggestions, and ideas on the Title I Parental Involvement Policy, as well as review and discuss the Comprehensive LEA Improvement Plan (CLIP) and the Flexible Learning Program (FLP) plans for Priority and Focus Schools for the 2016-2017 school year. Parents were invited via: Channel 24 (CCPS closed-circuit TV station), district and school websites, and flyers made available in local libraries in the community, and the district office. In addition, parents could and did submit their feedback via U.S. mail, email, or fax.

All parents of students attending Title I schools, including parents of homeless, migrant, neglected and delinquent children, and parents of children served by Title I and attending private schools, were given the opportunity to provide input and participate in the joint development of Clayton County Public Schools' Title I Parental Involvement Policy. The Title I Stakeholder Input meetings were held on multiple days, in the morning and evening, in May and June 2016.

Upon final revision and acceptance, the district parental involvement policy was incorporated into the CLIP, which is submitted to the Georgia Department of Education. Parents may provide feedback regarding the policy at any time by submitting written comments to their child's school, or to the Office of Federal Programs. All feedback received is considered when revising the Parent Involvement Policy for the current school year.

The CCPS Parent Involvement Policy is posted on the district website, reviewed during the Title I Parent Academy meetings held at the local schools, distributed to all parents through the Title I Parent Handbook, and made available in all Title I schools' Parent Resource Centers, as well as libraries in the community.

Opportunities for parents to express concerns, ask questions or voice complaints are outlined in the Clayton County Public Schools' Complaint Procedures, located in the Title I Parent Handbook.

STRENGTHENING OUR SCHOOL

The district's Office of Federal Programs personnel consisting of a Director and Title I Programs Specialists will provide technical assistance and support to all Title I schools to ensure parental involvement requirements are being satisfied, and that effective parent and family engagement strategies and activities are being implemented. The principal at every Title I school is the designated contact for the program to oversee the implementation, including parent and family engagement components. A school may use Title I funds to hire a Title I Parent Liaison who will further support parent and family engagement by building parent capacity, in order to increase student academic achievement.

Title I schools will receive timely communication, school visits for compliance monitoring, and resources from the district to help improve and strengthen parent and family engagement practices. The Director of Federal Programs and the Title I Programs Specialists assist the Title I Parent Liaisons/Parent Contact and principals at each Title I school to ensure effective planning and implementation of the parent involvement program. In addition, the Office of Federal Programs personnel will provide each Title I Parent Liaison/Parent Contact with ongoing professional development on research-based parent involvement strategies, school parental involvement plans, school-parent compacts, and the Six Types of Parent Involvement to help parents support their child's academic success. Scheduled face-to-face meetings will be offered throughout the year, to ensure that the district is building the capacity of educators to serve parents and families in supporting the academic achievement of students from home.

RESERVATION OF FUNDS

The Clayton County Public Schools (CCPS) system will reserve 1% from the total amount of Title I funds it receives in FY17 to carry out the parental involvement requirements listed in this policy, and as described in Section 1118 of the Elementary and Secondary Education Act (ESEA). Furthermore, CCPS will distribute 95% of the amount reserved to all Title I schools to support their local-level parental involvement programs and activities. The district will provide clear guidance and communication to assist each Title I school in developing an adequate parental involvement budget that addresses their needs assessment and parent recommendations. The district ensures this set-aside is used for parental involvement by monitoring the budget development process at each school to ensure that sufficient funds have been allocated for parent involvement activities, and by monitoring expenditures every month for each Title I school.

In addition to the 1% set aside, Title I schools use Title I funds allocated to them to operate and maintain Title I Parent Resource Centers, hire Title I Parent Liaisons, and to print parent involvement documents. Additionally, Title I funds are used to purchase supplies and materials for parent activities, and to contact parent workshops and schoolwide events which build parent capacity to maximize student academic achievement.

Each Title I school will host meetings for parents to provide suggestions on how these parental involvement funds will be used in the upcoming year at the district and school-level. Comment cards and evaluations from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and consider changes to the parental involvement budget.



OPPORTUNITIES FOR PARENT CONSULTATION

Input and suggestions from parents are an essential component of the district and school improvement plans that are developed each year. All parents of students eligible to receive Title I services are invited to attend meetings described in this section to share their input and suggestions to help the district, schools, and students reach our student academic achievement goals.

School Title I Parent & Stakeholder Meetings: (Fall 2016 & Spring 2017)

During the Fall semester, families and stakeholders are invited to provide input on the schools' Title I Schoolwide Plan, Title I 1% Parental Involvement budget, Title I School Parental Involvement Policy, School-Parent Compact, and parental involvement programs. This is done in an open door format, and it is held at a variety of times. During this meeting, attendees can come in and provide input and suggestions on the programs' design and goals.

During the Spring semester, families and stakeholders will engage in a roundtable meeting. During the meeting, the principal and Title I Parent Liaison/Contact listens and supports the open discussion with the objective of gaining the perspectives of the attendees.

Each Title I school will send a flyer home to parents and post the announcement on their school's website, social media account, and Channel 24 to notify them of the date and time of the opportunities to participate in the school's Title I Parent & Stakeholder meetings.

In April, the District and each Title I school will send home a survey for families to provide valuable feedback and input. The survey will contain questions related to the parental involvement budget as well as a section for parents to provide comments.

District Title I Parent & Stakeholder Meetings: (April 2017-July 2017)

All parents, students, and community stakeholders are invited to hear the latest updates from CCPS Title I as well as review and provide input on the district's Title I Parent Involvement Policy, Title I 1% Parent Involvement budget, Comprehensive LEA Improvement Plan (CLIP), and the Flexible Learning Program plans for Priority and Focus schools for the upcoming school year.

Notices regarding these meetings will be posted on the CCPS website at www.clayton.k12.ga.us. The district will also communicate information regarding this meeting through Channel 24, flyers, Clayton News Daily, School Messenger, announcements at parent events, and in the community. Parent input on the use of Title I funds and suggestions concerning parental involvement activities may be provided through the Title I Parent Involvement Survey.



BUILDING SCHOOL AND PARENT CAPACITY

Clayton County Public Schools (CCPS) will build schools' and parents' capacity for strong parental involvement in order to ensure effective engagement of families. In addition, CCPS will support a partnership among the Title I schools, parents, and the community to improve the academic achievement of students through districtwide activities and programs.

The Office of Federal Programs staff will collaborate with district staff and Title I schools to provide assistance to parents in understanding state and district performance standards and assessments. Parents will have ongoing opportunities to learn how to monitor their child's academic progress, as well as how to work with educators. Parents are informed at the Annual Title I Meeting and throughout the school year, of the guidelines, purpose, goals, and resources of the Title I program at their child's school. The dates and locations for these meetings will be posted on the schools' websites, and flyers will be sent home.

Annually, parents are notified of the academic status of Title I schools. Parents of students attending Title I schools identified as Priority and Focus receive a written notification regarding the school's status and are advised of their parental rights under ESEA. These parents have the right to provide input regarding the development of their school's Flexible Learning Program (FLP). Additionally, each school's parents, administration, and faculty, and other school district personnel assist the school in defining and attaining academic goals. Information about Flexible Learning Programs is made available on each Priority and Focus school's website, and the CCPS website. Information is also available in each school's Title I Parent Resource Center.

CCPS will include a page on the district's website 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. To assist parents with understanding the online student gradebook and software programs, the Title I Parent Liaisons and the district's instructional technology specialists will partner with schools to host workshops for parents. Dates and times for these workshops will be determined and announced by each school.

Clayton County Public Schools (CCPS) will coordinate and integrate the district's parental involvement programs with the Head Start program and Georgia PreK. to fully support school readiness and a successful Kindergarten transition; also, CCPS will collaborate with other state-funded preschool programs as well as private early learning centers. CCPS heavily promotes and advertises Kindergarten registration in local newspapers and other media platforms. The district provides information regarding Kindergarten registration information on the CCPS and local school websites. In the Spring, the elementary schools will host Kindergarten Round-Up days, so parents can tour the schools and receive strategies to help their child acquire the necessary early literacy and numeracy skills to begin Kindergarten in the Fall.

Many Title I schools offer transition programs over the summer to promote Kindergarten readiness. These programs provide students with a chance to meet the Kindergarten teachers and experience a few days of Kindergarten activities prior to the start of the school year. During the program, Title I schools offer a parent workshop to teach parents skills and strategies to help their rising Kindergartener for their first year of school. In addition, local Title I schools invite parents to participate in Title I Planning Meetings, if they have a child enrolling in Kindergarten in the Fall.

To ensure that information related to district, school, and parent programs, meetings, and activities is available to all parents in an understandable and uniform format, CCPS will post districtwide events with information for parents throughout the year. Parent notifications and resources will be sent home in parents' native language, where applicable, and interpreters will be available at parent events and meetings. Each Title I school will post parent activities unique to their school on their website, send information home in a letter and/or flyer, and will translate the activities information to the extent practicable. The district will also utilize School Messenger, school websites, Channel 24, text messages, school marquees, and other forms of communication to share information with parents.

The Office of Federal Programs will conduct meetings throughout the school year for Title I school administrators and parent liaisons to learn and discuss strategies to increase parent and family engagement, improve school-family communication, and build ties with parents and the community. These trainings will be redelivered to the faculty and staff of Title I schools. The Title I Programs Specialists will provide opportunities for visits to each Title I school to review and discuss parental involvement requirements and initiatives.

The Title I Parent Advisory Council will meet in the Spring of 2017 to provide advice on all matters related to parental involvement in Title I, Part A programs.

PARENTAL INVOLVEMENT EVALUATION

In order to measure the effectiveness of the Clayton County Public Schools Title I Parental Involvement Policy and family engagement activities, an annual districtwide parent survey is administered each Spring. All Title I schools will send home a survey for parents to provide valuable feedback regarding the parental involvement 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 Title I Parent/Stakeholder meetings to gather feedback on the content and effectiveness of the Title I Schoolwide plan, Comprehensive LEA Improvement Plan (CLIP), Title I Parental Involvement Policy, and the Flexible Learning Program (FLP) plans for Priority and Focus schools.

CCPS will use the findings from the school and district meetings and survey results to design strategies to improve effective parental involvement, to remove possible barriers to parent participation, and to revise its parental involvement policies.

ACCESSIBILITY

In carrying out the parental involvement requirements established by Section 1118 of the ESEA, the district's Office of Federal Programs will communicate and collaborate with the Student Services, and Teaching and Learning departments to ensure full opportunities for parental participation. This includes parents with limited English proficiency, parents with disabilities, and parents of migratory children. CCPS will provide information and school reports in a lay terms for parents.



MARK YOUR CALENDARS

For Families and Parents

Annual Parent Survey
April 3-28, 2017

Title I Parent & Stakeholder Meetings
April 26, 2017
May 24, 2017
June 7, 2017
July 22, 2017

Title I Parent Academies
October 1, 2016
December 3, 2016
February 25, 2017
April 22, 2017

For Schools

Principal Technical Assistance
July 26, 2016

Title I Parent Liaison/Contact Training
First Wednesday of every month

Title I Bookkeeper Meeting
August 4, 2016

ADOPTION

The Clayton County Public Schools' Title I Parent Involvement Policy was reviewed and revised with the input of CCPS staff, parents, and community members. This policy was adopted by the Clayton County Public School District on August 1, 2016, and will be in effect for the period of one year.

The school district will distribute this policy to all parents of participating Title I, Part A children before August 12, 2016. It will also be available to the community through the Title I Parent Resource Centers in all Title I schools, Title I Parent Handbook and on the CCPS website.

