

CARROLL COUNTY PUBLIC SCHOOLS

PLAN NAME: TITLE I PARENT INVOLVEMENT

I. PURPOSE

As prescribed in the Every Student Succeeds Act of 2015, a uniform, county-wide plan which recognizes the parents of Title I students as partners in the education of their child(ren) is established.

II. DEFINITION

[Title I Parents/Guardians/Caregivers involved in two way meaningful communication with those responsible for their child(ren)'s education.]

III. STATEMENT OF PLAN

Title I parents will be involved in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs. Title I Parent Liaisons will coordinate implementation of parent involvement initiatives at each Title I school including, but not limited to the following:

- Convening one or more meetings at each Title I school to:
 - explain the Title I program to parents
 - inform parents of their right to be involved in the decision-making process
 - review the Title I budget
 - develop/update the Title I school-parent compact
 - review and provide feedback on the Carroll County Public Schools (CCPS) Parent Involvement Policy and the CCPS Title I Parent Involvement Plan which are part of the Master Plan submission
 - review and revise the school-based Title I Parent Involvement Plan
 - review and provide input on the School Improvement Plan

(All policies, plans, and other pertinent information will be sent home to parents who cannot attend the annual meeting to have the opportunity to provide comments and feedback)

- Collecting data through meetings and surveys to determine the types and times of parent involvement activities Title I parents would like to pursue.
- Soliciting parent input through meetings and surveys on how the school can improve communication, strengthen ties between school and parents and work with parents as equal partners.
- Ongoing collection of Title I program satisfaction data through surveys and evaluations.
- Holding additional Title I parent meetings and Title I parent involvement/family activities at times convenient for parents.
- Recruiting Title I parents to serve on the School Improvement Team (SIT).
- Offering Title I parents opportunities to serve on school committees.
- Offering Title I parents opportunities to volunteer in the school.
- Including Title I information such as the SIT Plan, Title I Parent Involvement Plan and Title I Complaint Policy on the school web site.
- Publishing and distributing the Title I newsletter (TAS) on a monthly basis.
- Implementing additional Title I parent involvement strategies at each school based on parent input and school population. These additional strategies may include, but are not limited to:
 - focus groups
 - roundtables
 - home visits
 - personal communication such as phone calls, letters and through e-mail.

The capacity for strong parental involvement of Title I parents will be built through these initiatives by providing:

- assistance to Title I parents in understanding topics such as Maryland Common Core State Standards, Carroll County Public Schools expectations for reading and mathematics, state and local assessments, curriculum, and classroom practice.
- specific information about their child(ren)s progress.
- training and materials to help Title I parents work with their children to improve student achievement.
- opportunities for parents to review and comment on the Title I program and be part of the decision making process.
- information related to school and parent programs in a format that is easy to understand. Information may be written and/or oral. Translation and/or interpretation services will be provided as needed.
- meetings and activities at a variety of times to help meet the needs of working parents.
- copies of pertinent information to parents who cannot attend meetings or activities.

The Title I Office will provide coordination and technical assistance to Title I schools to assist in planning, implementing and evaluating effective parent involvement activities. The department will:

- schedule an annual meeting with Title I principals and staff to review Title I parent involvement requirements under section 1118 and the importance of parent involvement in Title I programs.
- meet monthly with Title I Parent Liaisons to discuss/review the implementation, content, evaluation and effectiveness of parent involvement programs at each school and share exemplary parent involvement programs and outreach activities.
- meet regularly with Title I Principals and Title I Assistant Principals to discuss/review the implementation, content, evaluation and effectiveness of parent involvement programs at each school and share exemplary parent involvement programs and outreach activities.
- attend Title I school-based SIT meetings as time allows.
- attend Title I school-based parent meetings/activities as requested.
- promote professional development opportunities for school-based staff and parents that support and enhance parent involvement and build the capacity of staff and parents.
- assist with translation and interpretation services, as needed, for Title I parents

Title I Parent Liaisons will take responsibility for ensuring that Title I parent involvement programs are coordinated and integrated with preschool and family programs including the Judy Center Partnership, and other community programs to promote parent involvement. Title I Parent Liaisons will:

- become knowledgeable of state, county, and school-based programs that provide prekindergarten and/or Judy Center Partnership services.
- support state, county, and school-based initiatives that promote early childhood and/or family literacy initiatives through such ways as membership on committees, attendance at meetings, distributing promotional materials, and advertising events in newsletters.
- collaborate with community agencies and organizations, such as the public library, to offer parent/family activities.
- work with appropriate staff at the school level to coordinate Title I activities with other school-based programs.
- inform parents of Title I identified students of opportunities related to family education and services.
- refer parents of Title I identified students to organizations and agencies that promote family education and services.

Title I parents will be encouraged to participate fully in the school community. Title I Parent Liaisons will:

- build on and coordinate with school-wide events, when possible, to encourage participation in both Title I and the school at large.
- offer pre-event activities for Title I parents only. (TAS)
- promote participation in school activities through one or more of the following:
 - Title I newsletters (TAS)
 - reminder cards
 - personal phone calls
 - school newsletters
 - e-mails
- identify barriers to participation and offer support services and/or referrals as appropriate.

The Title I Office and Title I Parent Liaisons, based on input/feedback from parents, will:

- Educate Title I school-based staff, including teachers, administrators, and student services staff, in the following:
 - valuing the contributions of parents
 - building strong ties between the school, parents and the community
 - reaching out to and communicating with parents
 - working with parents as equal partners
 - supporting the Carroll County Public Schools Title I Parent Involvement Plan, the school-based Title I Parent Involvement Plan and the School-Parent Compact

(Formats may include principal meetings, faculty meetings, team meetings and/or professional development sessions.)

IV. EXPIRATION/REVIEW

- This plan will be reviewed on an annual basis.