



DIVISION-WIDE TITLE I PARENT/GUARDIAN AND FAMILY ENGAGEMENT POLICY 2020-2021

In support of strengthening student academic achievement, Charles City Public Schools (CCPS), as a recipient of Title I, Part A funds, has developed jointly with, agreed on with, and distributed to parents/guardians of participating children, a written parent/guardian and family engagement policy that contains the information required by section 1116 of the Every Student Succeeds Act of 2015 (ESSA). This policy describes how the division will implement a number of specific parent and family engagement activities and is integrated into the division's policy submitted to the Virginia Department of Education (VDOE).

PART I: GENERAL EXPECTATIONS AND OBJECTIVES

The Charles City Public Schools (CCPS) agrees to implement the following statutory requirements:

- A. Involve parents/guardians and family members in jointly developing the division's Title I, Part A plan under section 1112, and the development of school support and improvement plans under section 1111(d).
- B. Provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the Local Education Agency (LEA) in planning and implementing effective parent and family involvement activities. These activities must 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.
- C. Coordinate and integrate parent/guardian and family engagement strategies to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.
- D. Conduct, with the meaningful involvement of parents/guardians and family members, an annual evaluation of the content and effectiveness of the parent/guardian and family engagement policy in improving the academic quality of all schools served under this part, including identifying—
 - Barriers to greater participation by parents/guardians and families in activities authorized by this section (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 needs of parents/guardians 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.
- E. Use the findings of such evaluation to design evidence-based strategies for more effective parental/guardian and family engagement, and to revise, if necessary, the parent/guardian and family engagement policies described in this section.

- F. Involve parents/guardians in the activities of the schools, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents/guardians or family members served by the LEA to adequately represent the needs of the population. This advisory board will help develop, revise, and review the parent/guardian and family engagement policy.
- G. Implement an effective means of outreach to parents/guardians of English learners, in a language the parents can understand, to inform them regarding how they can—
- be involved in the education of their children; and
 - be active participants in assisting their children to—
 - attain English proficiency;
 - achieve at high levels within a well-rounded education; and
 - meet the challenging State academic standards expected of all students.

PART II: IMPLEMENTATION OF THE REQUIRED PARENT AND FAMILY ENGAGEMENT COMPONENTS

- A. Charles City Public Schools will take the following actions to involve parents/guardians and families in the joint development of its division-wide parental and family engagement policy under section 1112 of ESSA:
- A Division Title I Parent Advisory Council will assist in developing, reviewing and revising the division parent and family engagement policy at the spring Division Title I Parent Advisory council meeting each year.
- B. Charles City Public Schools will take the following actions to involve parents in the process of school review and improvement under 1116 of ESSA:
- School SOL test results are shared with parents through the school report card and school improvement goals are shared during the Fall Title I Parent Meeting, on the school's website, at accreditation presentations to the School Board during public meetings, at parent/teacher meetings and through school communications. Schools with targeted assistance Title I programs will involve parents in the planning and revising of the Targeted Assistance Title I Plan.
- C. CCPS will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental/guardian involvement activities to improve students' academic achievement and school performance:
- CCPS and school level staff will attend VDOE or Title I Coordinator Academies and/or family engagement workshops or other training events, when available, and will share that information with the administration and/or staff of the Title I school or schools.
 - The Principal of a Title I school will share parent and family engagement information with his/her staff at faculty meetings or other staff professional learning opportunities.
 - CCPS and Title I school websites will share resources and information that support parents and families in Title I schools. The Title I Parent Welcome Letter, sent in October of each year, will reference the website information for parents.

D. Charles City Public Schools will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement 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).

- Division Title I Parent Advisory Council members assist in developing the parent evaluation survey at the spring meeting.
- Parent evaluation surveys are sent to all Title I parents. The survey is distributed in the spring using an online survey tool, with paper copies available for those parents who need.
- The Director of Teaching, Learning and Accountability will collect the returned evaluations in June and will compile the results of the surveys.
- Data from the Title I Parent Survey will be used in the planning of the Title I program for the next year, with the survey results being shared with Title I administrators and staff, other school division staff, and to the Division Title I Parent Advisory Council at the fall meeting.

E. Charles City Public Schools will use the findings from the evaluation about its parent/guardian and family engagement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

F. Charles City Public Schools will build schools' and parents' capacity for parental/guardian involvement, in order to ensure effective involvement of parents and to support a partnership among the school parents, and community to improve students' academic achievements, through the following activities as described below:

- Charles City Public Schools will, with the assistance of its Title I schools (including the Title I Division Parent Advisory Council), provide assistance to parents/guardians of the children served by Charles City Public schools, as appropriate, in understanding topics such as the following, by undertaking actions described in this paragraph
 - Virginia's Standards of Learning (SOLs)
 - Virginia's student achievement standards
 - Virginia's and local academic assessments including alternate assessments
 - Meeting the requirements of Title I, Part A
 - Title I schools will offer two parent meetings per school year, with the meeting in the fall including a review of the requirements of Title I, Part A.
 - Monitoring their child's progress, and
 - Working with educators:
 - Title I schools will offer at least two workshops/family events a year for parents (one in reading and one in math).

- Charles City Public Schools will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy and mathematics training, and using technology, as appropriate, to foster parent's involvement by:
 - Providing at least two school-level workshops/family events for parents to learn how to improve their child's achievement, to provide literacy, math, or technology training
 - Paying reasonable and necessary expenses associated with parental involvement activities to engage parents to participation in school-related meetings and training sessions;
 - Providing parent information to help parents improve their child's academic achievement (brochures, flyers, books, online information).

G. Charles City Public Schools will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents participating in an understandable form and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

- Invitations to parents for meetings/activities are translated into their native language whenever practicable.
- Interpreters are available for parent meetings whenever practicable.
- Interpretation and translation services are scheduled through the Title III Coordinator.

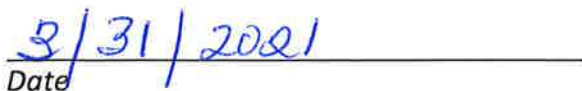
PART III: ADOPTION

This division's Parental and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the spring of 2021 agendas and minutes from the Title I Parent Night, the Charles City Elementary Schoolwide Title I Committee, and the Charles City High School Schoolwide Title I Committee.

This policy, approved by the Superintendent for schools of Charles City Public Schools, will be in effect for the period of one school year. Charles City Public Schools will distribute this plan to all parents of participating Title I, Part A children.


Superintendent of Schools Signature


Superintendent of Schools Name (printed)


Date