

**Title I Parents Have A Right to Know**

- I. In accordance with Federal Regulations, parents are involved in the design, planning, implementation, and evaluation of *Title I* in the following ways:
  1. Announcements are made in school newsletters and school web site about the availability of *Title I* service.
  2. Student selection is based on evaluations of both classroom teachers and Title I teacher(s). Evaluations are conducted through means of various assessments such as: **Test of Kindergarten/First Grade Readiness Skills, AIMSweb, Basic Reading Inventory (BRI), NH SAS (Spring),** and other testing such as **Spelling Inventories.**
  3. Parents are encouraged to meet with the *Title I* Director/Teacher at the beginning of the school year and **have input in the instructional goals for their child.**
  4. The *Title I* Director is available at Open House to disseminate information, answer questions, and take suggestions.
  5. Individual conferences for *Title I* parents are scheduled if necessary.
  6. Progress reports are sent home quarterly and phone calls are made when necessary.
  7. *Title I* parents are encouraged to attend the Annual North Country *Title I* Conference sponsored by *Title I* Project Managers.
  8. Parents will receive the flyer: Parents Make A Difference each month.
  9. The *Title I* Director attends staff meetings.
  10. **Parents may observe the Title I program at any time.**
- II. The following records are kept indicating that the above requirements have been met:
  1. Minutes are kept of staff meetings that concern Title I projects and/or Title I students.
  2. The Title I Director issues progress reports with report cards.
  3. Title I Director meets individually with parents at Open House and keeps a record of parent conferences.
  4. The Title I Director/Teacher keeps returned evaluations/questionnaires and suggestions.
  5. The Title I Director/Teacher will implement changes and suggestions as deemed necessary and appropriate for the benefit of each student's learning.
- III. Title I Director/Teacher keeps the avenue of communication open via letters, phone calls, emails, and on our website ([www.stewartstown.sau7.org](http://www.stewartstown.sau7.org)) with upcoming events.
  1. A formal complaint procedure is available at Stewartstown Community School should parents wish to make a complaint regarding their child's Title I instruction.
  2. The Title I Director contributes to the schools' website.
  3. All teachers and paraprofessionals hired at Stewartstown Community School meet applicable State licensure requirements. However, parents will be notified if their child has been taught for four or more consecutive weeks by a teacher who does not meet applicable State licensure requirements at the grade level and subject area in which the teacher has been assigned.