

In support of strengthening student academic achievement, Quitman County School District, receiving Title I, Part A funds, does therefore develop jointly with, agree on with, and distribute to, parents of participating children this written district-wide parental involvement plan that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). This plan establishes the System's expectations for parental involvement and describes how the school system will implement a number of specific parental involvement activities, and it is incorporated into the school system's plan submitted to GaDOE.

# **QUITMAN COUNTY SCHOOLS PARENT & FAMILY ENGAGEMENT PLAN**

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# **Local Educational Agency (LEA)/District Level Parent and Family Engagement Plan**

## **Quitman County Schools**

### **Parent and Family Engagement Plan**

**2020-2021**

**Revised: January 20, 2021**

In support of strengthening student academic achievement, Quitman County School System, receiving Title I, Part A funds, does therefore develop jointly with, agree on with, and distribute to, parents of participating children a written parent and family engagement policy that contains information required by section 1116(a)(2) of Every Student Succeeds Act (ESSA). This policy establishes the system's expectations for meaningful parent and family engagement and describes how the school system will implement a number of specific parent and family engagement involvement activities, and it is incorporated into the school system's plan submitted to GaDOE.

#### **The Quitman County School System agrees to implement the following statutory requirements as outlined by Section 1116:**

The school district will put into operation programs, activities and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs, consistent with section 1116 of Every Student Succeeds Act (ESSA). These programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.

Consistent with section 1116, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with section 1116(d) of the ESSA.

In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, and of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under section 1111 of the ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

If the LEA plan for Title I, Part A, developed under section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.

The school district will be governed by the following definition of parental involvement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including 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 at school;
- 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 1116 of the ESSA

## **DESCRIPTION OF HOW THE DISTRICT WILL IMPLEMENT REQUIRED LEA PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

### **JOINTLY DEVELOPED**

The Quitman County School System will take the following actions to involve parents and family members in the joint development of its LEA plan under section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 111(d) of the ESSA:

- The QCSS shall provide parents of Title I students multiple opportunities to jointly develop, review and revise Title I documents.
- Quitman County Schools will provide reasonable support for parental activities as requested by parents. QCSS will endeavor to provide activities that parents request based on survey results, parent verbal requests, and parent/teacher requests. Parents can submit requests through school administrators, school faculty/staff, Parent & Family Engagement Coordinator, and the Title I Coordinator. This communication can be done via email, US mail, or telephone calls.
- Quitman County Schools will host 2 different Annual Title I meetings. During the Annual Title I Meetings, the Parent & Family Engagement Coordinator will present and distribute various information to parents. Parents will be given information regarding the purpose of Title I: To include LEA parent and family engagement plan, school compacts, Homeless, and foster-care.
- Parents will be invited to input meetings in order to review the LEA parent and family engagement plan, school compacts, CLIP, school improvement plan, and other Title I documents. Parents will be invited to come and review district-wide Title I documents that will be located in the Parent Center. Input forms are available for parents and community members to provide their input. The Federal Programs Coordinator and the Parent & Family Engagement Coordinator are available for questions or concerns. If parents or community stakeholders are not able to attend the meeting, they may request copies of the documents to be sent to them or access them from the Quitman County

School System web site under either the Parental links or the Federal Programs link from the district homepage. Parents can review documents and complete comment forms at any time from the website or the parent center.

- Distribute parent surveys to all parents of students enrolled in Title I schools to involve parents in the development of this plan.
- The LEA schools Parental Involvement Plan and school-parent compacts will be made available to all parents through the district website and Parent Resource Center located at the school, and at the district office.

The Quitman County School System will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:

- Quitman County School District requires all Title I schools to involve parents in the school review and improvement process. Schools must notify all parents using multiple methods of communication about the opportunities to be involved.
- The district will assist schools in holding meetings for parents of students in Title I programs to discuss the review and implementation of the Title I plan.
- Parents shall also be involved in the review and improvement process by completing input-evaluation/parent satisfaction surveys for each school and the results will be used for the district plan.

### **TECHNICAL ASSISTANCE**

The Quitman County School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family involvement activities to 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:

The system will employ a Parent & Family & Engagement Specialist. Parents will have easy access to the PFE Specialist. The PFE Specialist will be housed in a Parent Center located at the school.

- The PFE Specialist will coordinate ongoing workshops and activities for parents and the community. Title I Funds will be used to support parent and family engagement activities. The parenting calendar that is located on the district website will be updated monthly. The PFE is a member of the county's Family Connections Collaborative and the MDT (Multidisciplinary Team). The FC team meets monthly. The MDT meets quarterly.
- The PFE Specialist will work with the principal to develop a calendar or plan to provide professional development to staff in the form of meetings/trainings, webinars, and or

videos. The PFE Specialist will conduct 4 different trainings each year to staff.

- The district will review school parent and family engagement plans to ensure compliance, including sign in sheets from parent meetings showing it was developed with parent input, jointly with parent input.
- The Federal Programs Director will attend all required Title meetings, both regionally and state. The Parent & Family Engagement Specialist will attend regional and state Title 1 Parenting Meetings. This information will be shared with school faculty and administration.

## **COORDINATION OF SERVICES**

The Quitman County School District will coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs: Head Start, Pre-K, and the parent resource center.

- The District will assist schools in coordinating and integrating with the Head Start program to invite participating families and children to take a tour of the school and participate in planned transition activities. An announcement flyer will be given to all parents (Head Start through 12<sup>th</sup> grade) Title IA Funds will fund snacks and supplies.
- The District will coordinate with other organizations, businesses, and community partners to provide opportunities for families to receive transitional information for a new setting. The PFE Specialist will attend community meetings (Rotary club, Family Collaborative, School council, County meetings, MDT meetings, and churches) to share transitional brochures and booklets for PK, K, 5<sup>th</sup> grade, 8<sup>th</sup> grade, and 12<sup>th</sup> grade parents. The district will provide a portal booklet/brochure rack that is foldable so that the PFE Specialist can easily take these items with her to community meetings and events.
- The District will coordinate a parent workshop in coordination with Pre-K. Title I program funds will purchase snacks & supplies for the meetings. This meeting will include school readiness and the importance of parental involvement.
- Provide Kindergarten Transitional brochures that is available from GaDOE in parent resource rooms

## **ANNUAL EVALUATION**

The Quitman County School District will take the following actions to conduct, with the involvement of teachers, parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement plan in improving the academic 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). The evaluation will also include identifying the needs of parents 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. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, its parent and family engagement policies.

Parents will complete evaluations. The evaluations will be sent home by the student, located in the parent center, and also posted on the school website. The Parent and Family Engagement Coordinator will collect school surveys, analyze the data, and report data findings to the Title I, Part A Coordinator.

### **RESERVATION OF FUNDS**

Reservations of 1% is not applicable to the district. But if it were applicable, the Quitman County School District would involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools. Although the 1% is not applicable, parents will have input into how the parenting set-aside will be spent.

The PFE Specialist will plan and prepare for a 2<sup>nd</sup> Title I meeting. The PFE Specialist will send out flyers, post on school website, and use the system's automatic calling system to invite parents to the Title I meeting, and etc. An agenda, sign-in sheet, and handouts be will kept on file. At this meeting information will be distributed; the budget will be shared with parents & Input will be gathered. Distribution of school's parent and family engagement plan, school improvement plan, homeless/foster care information, and compacts will occur at the Annual Title I Meeting.

At Input Meetings, parents will be informed as to how they can provide input regarding how the funds are used. Parents will be given a survey. This survey will also be posted on the District webpage and also sent home by each child to carry home to parents for them to complete. Surveys are to be returned to the child's teacher. Children are to return the surveys to their teacher.

### **BUILDING CAPACITY OF PARENTS**

The Quitman County School District will, with the assistance of its Title I schools, build the parents' capacity for strong parental involvement by providing funds for materials & training on such topics as literacy training, using technology (including education about the harms of copyright piracy), math training and etc. to help parents work with their children to improve their children's academic achievement. The PFE Specialist will plan and coordinate all school level parent meetings/workshops. Assistance will also be provided to parents in understanding the following topics:

- Annual Title I Meeting to disseminate/distribute information to families & explain Title I, Part A requirements

- Title I Stakeholders' Input Meeting to gain input on the parenting plans; compacts; The CLIP; Comprehensive Needs Assessment; School Improvement Plans
- How to monitor their child's progress parent workshop
- How –to-work-with-educators parent workshop
- The State and local academic assessments including alternate assessments parent workshop
- The State's student academic achievement standards parent workshop
- Literacy parent workshop
- Math parent workshop
- Using technology parent workshop
- PBIS
- Dual enrollment
- Parent involvement Professional Learning workshops for school staff regarding school climate and building a welcoming climate and relationship between families and schools

Quitman County School District and coordinated by the school PFE Specialist will:

- Ensure that parents receive parental notices in a family friendly language;
- Provide system-wide phone message service through the phone system for communication with parents;
- Provide PowerSchool Portal training for all parents
- Provide parent guides upon request to provide tips and ideas to parents on helping their children with core content subject areas;
- Provide take-home learning materials for parents to use with their children (Literacy, math, and etc); and
- Provide a Parent Resource Room with current materials to help parents work with their children to improve their children's academic achievement.

### **BUILDING CAPACITY FOR SCHOOL STAFF**

The school district will, with the assistance of its schools and parents, educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools by:

- The PFE Specialist will establish requirements and work with school principals to facilitate meetings with school staff.
- Provide the schools with an opportunity to view a parent and family engagement video; read an article/newsletter
- The PFE Specialist will provide adequate professional learning on parent and family engagement for teachers and administrators 2 different times each semester (total of 4 different trainings).
- Federal funds will be used to purchase Professional Learning Supplies for Professional Learning activities for school staff.



## **BUILDING CAPACITY FOR INVOLVEMENT**

QCSD will embrace its students, parents and community. Administrators, faculty and staff will collaborate with businesses and community-based organizations to provide resources and networks for parents and students.

- All Title I schools shall hold 2 different Annual Title I Meetings at a convenient time during the fall of each year. All stakeholders (parents, community, staff) of Title I students are to be invited to the meeting. At the meeting, each school will inform parents about the purpose, goals, guidelines and expectations of the Title I program to include Parent and Family Engagement Plans, Parent-School Compacts, Input, Foster-care, Homeless, Migrant workers, and ELLs. Parent sign-in sheets, meeting agendas and advertisements are submitted to the Federal Programs office from the PFE Specialist. To the extent practicable, accommodations will be made for parents with disabilities, language barriers, and other special needs.
- All parents will receive notices concerning the following:
  - LEA Parent Involvement Plan
  - School-level Title I Parent Involvement Plans
  - School/Parent Compact
  - Parent's Right to Know Teacher/Paraprofessional Qualifications letter
  - Notification of Professionally Qualified Teachers and Paraprofessional letter
  - Complaint Procedures
  - Shared Decision Making Invitation, and
- Title I schools shall communicate regularly with parents through a variety of media, including but not limited to: parent/teacher conferences, parent workshops/events, Parent Resource Center, district newsletters, flyers, emails, websites, call-out messenger system, school's marquee, and social media, such as FaceBook.
- The QC school shall maintain a Parent Resource Center that is strategically located within the school building. Schools will notify parents about the center's location, hours of operation and available resources (create a flyer). Parent Resource Centers shall provide learning opportunities for parents that promote literacy, parental development, learning at home, information about Title I, communication and decision making.
- Title I, Part A funds will be used to provide training and supplies for parent professional learning activities and meetings.
- Title I, Part A funds will be used to provide training and supplies for community members' professional learning activities and meetings.



- Title I, Part A funds will be used to pay transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- An attempt will be made to host Parent school meetings at two separate times—one in the morning, and that same meeting in the evening
- The district and Title I schools follow the framework for parental involvement as prescribed by the National PTA. The national standards for Family-School Partnerships are:
  - Welcoming all families into the school community - Families and school staff engage in regular, two-way, meaningful communication about student learning.
  - Communicating effectively - Families and school staff engage in regular, two-way, meaningful communication about student learning.
  - Supporting student success - Families and school staff continuously collaborate to support students' learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.
  - Speaking up for every child - Families are empowered to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.
  - Sharing power - Families and school staff are equal partners in decisions that affect children and families and together inform, influence, and create policies, practices, and programs.
  - Collaborating with community - Families and school staff collaborate with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.
- QCS D will embrace its students, parents and community. Administrators, faculty and staff will collaborate with businesses and community-based organizations to provide resources and networks for parents and students.

### **TARGETED POPULATIONS**

School personnel works collaboratively to ensure all needs of students are addressed through several safety nets. Safety nets could include research-based strategies and interventions such as: Pyramid of Intervention, Student Support Team (SST), Response to Intervention (RTI), and differentiated instruction. Students also receive additional support from the academic coach, parent liaison, after school tutorial program, and ILT.

- **Neglected or Delinquent:** The purposes of Title I, Part D are to: (1) improve educational services for children and youth in local and State institutions for neglected or delinquent children and youth so that they have the opportunity to meet the same challenging State academic content and State student achievement standards that all children in the State are expected to meet; (2) provide these children with services to enable them to transition successfully from institutionalization to further schooling or employment; and (3) prevent at-risk youth from dropping out of school as well as to provide dropouts and children and youth returning from correctional facilities or institutions for neglected or delinquent children and youth, with a support system to ensure their continued education.

Quitman County School District will provide a free and appropriate public education for children whose primary residence is a facility or treatment center for neglected children. These students will be evaluated by means of the same assessment instruments as other scholars to measure academic achievement. School personnel will follow district, State, and federal guidelines to ensure students meet state standards established for all learners.

Participation in parental involvement opportunities offered by the district as well as school-based activities will be available to all parents or guardians of delinquent and neglected students. Further parental assistance may be provided by means of parenting materials, resources and supplies available for all parents of students enrolled in schools within the district. Additional support for delinquent and/or neglected children may be available from the Title I Office.

- **Homeless:** Quitman County School District will provide a free and appropriate public education for children whose primary residence is a facility or treatment center for neglected children. These students will be evaluated by means of the same assessment instruments as other scholars to measure academic achievement. School personnel will follow district, State, and federal guidelines to ensure students meet state standards established for all learners.

Participation in parental involvement opportunities offered by the district as well as school-based activities will be available to all parents or guardians of delinquent and neglected students. Further parental assistance may be provided by means of parenting materials, resources and supplies available for all parents of students enrolled in schools within the district. Additional support for delinquent and/or neglected children may be available from the Title I Office. Refer to the District Homeless Procedures on file with the Homeless Liaison at the main school building and on the District web page.

- **Foster Care:** Quitman County School District will provide a free and appropriate public education for children whose primary residence is a facility or treatment center for neglected children. These students will be evaluated by means of the same assessment instruments as other scholars to measure academic achievement. School personnel will follow district, State, and federal guidelines to ensure students meet state standards established for all learners.

Participation in parental involvement opportunities offered by the district as well as school-based activities will be available to all parents or guardians of delinquent and

neglected students. Further parental assistance may be provided by means of parenting materials, resources and supplies available for all parents of students enrolled in schools within the district. Additional support for delinquent and/or neglected children may be available from the Title I Office.

A district Transportation Plan is available for foster care students. The goal of this plan is to keep the student at QCSS, if it is in the best interest of the student. The guidance counselor serves as the Foster Care Contact for Quitman County School System.

- English for Speakers of Other Languages (ESOL) Language support for English Learners (EL) will be provided in accordance to Title III laws and mandated by the Civil Rights Office. A faculty representative will receive training from the Local Education Agency (LEA) and Georgia Department of Education Title III to serve ESOL students as needed.
- At-Risk Students: The Prevention and Intervention Programs for Children and Youth Who Are At-Risk of not meeting standards set by the Georgia Department of Education are provided academic supports for success. State funds may be utilized to provide students additional assistance to improve achievement, meet standards, or exceed standards.
- Homebound Students: Hospital homebound services are provided by the school system. The aim of these services is to allow students to continue their educational process during their recuperation. All teachers follow the Georgia Standards of Excellence/Common Core Georgia Performance Standards in their lesson plans. Response to Intervention (RTI) meetings are held as needed for students to ensure that they are on track to succeed in the classroom. Presently, Quitman does not have any homebound students.

## **ADOPTION**

This Quitman County School System Parent and Family Engagement Plan has been developed jointly, and agreed on with parents and family members of children participating in Title I, Part A programs as evidenced by the survey data and comment page from the plan—input.

This plan was adopted by the Quitman County School District on January 20, 2021 and will be in effect for the period of the 2019-2020 fiscal school year. The school district will distribute this plan to all parents of participating Title I, Part A children in the fall. This plan will be located in the Parent Center at the school, online and at the district office.

## Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form at the Main Office or the district office. Thank you for your support.

Name: (optional) \_\_\_\_\_

Telephone Number: (optional) \_\_\_\_\_

Comments:

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