



**Camden County Schools**  
**Parent and Family Engagement Policy/Plan**  
*School Year 2017-18*  
*Revision Date 07/25/17*

In support of strengthening student academic achievement, Camden County Schools (CCS) has developed this parent and family engagement policy that establishes the district's expectations and objectives for meaningful family engagement. CCS receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The Parent and Family Engagement Policy (PFEP) describes how CCS will implement a number of specific activities, and it is incorporated into the plan submitted to the Georgia Department of Education.

**The Camden County Schools agree to implement the following requirements as outlined by Section 1116:**

- To build positive relationships between schools and family members, the 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. These programs, activities, and procedures will be planned and operated with meaningful consultation with family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement practices 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, 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 including alternative formats upon request and, to the extent practicable, in a language parents understand.
- Should the plan for Title I, Part A, developed under Section 1116(b) of the ESSA, not be satisfactory to the parents of participating children, the school district will submit 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:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) 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
- (D) Other activities are carried out, such as those described in Section 1116(b) of the ESSA

## **JOINTLY DEVELOPED**

During the Comprehensive LEA Improvement Plan meeting, all parents were invited to participate, provide suggestions and ideas to reviewing Camden County Schools' parent and family engagement policy for 2017-18. Participants were informed via personal emails, calls, Facebook and advertisement on CCS' website. Alternative opportunities to meet were provided for those who could not attend. Upon revision the district parent and family engagement policy was incorporated in the CLIP.

The district took the following actions to involve parents and family members in jointly developing its plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

- During the annual stakeholder meeting, a copy of the Comprehensive LEA Improvement Plan (CLIP) and District Improvement Plan (DIP) were provided for review.
- During the annual stakeholder meeting on July 25, 2017, internal stakeholders, parents, students, families and community members were invited to partner with Camden County Schools in the development of the improvement plan.
- At the meeting the CLIP, parent and family engagement policy, and DIP were reviewed.
- Parents, families and community members were given an opportunity to provide comments and feedback.
- Parents and families were informed of actions to engage in their child's academic achievement.
- Upon final revision, the family engagement policy was incorporated into the CLIP and submitted to the state.
- The final district parent and family engagement policy was posted on the system and school website, distributed during annual Title I meetings and made available in parent resource centers.

## **TECHNICAL ASSISTANCE**

The Camden County Schools will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance. The assistance 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 following assistance will be provided:

- The system family engagement coordinator (FEC) will provide assistance to the schools to ensure family engagement requirements are being met, school personnel understand family engagement policy strategies and activities are being implemented with fidelity.
- Each school will have access to a Title I Intervention Specialist who will provide support for and assistance in the development and provision of effective parent involvement activities.
- Notices and other important Georgia Department of Education parent involvement initiatives will be provided to administrators and interventionists.
- Documentation and checklists will be provided to administrators outlining activities, including professional development, and including timelines for due dates.

## **PARENTAL AND FAMILY ENGAGEMENT EVALUATION**

Each year, Camden County Schools will conduct an evaluation of the content and effectiveness of this parent and family engagement policy and activities to improve the academic quality of Title I schools. This will be achieved through an annual parent survey and stakeholders' meetings. The evaluation will include identifying barriers to greater participation by parents in 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 include identifying the needs of parents and family members to assist with the learning of their children. The school district will use the findings of the evaluation about its policy to design evidence-based strategies for more effective parental involvement, and to revise, if necessary. The follow will occur regarding the evaluation:

- The school district, in partnership with stakeholders, will use the findings of the evaluation about its family engagement policy and activities to design strategies for more effective parental involvement.
- Through the annual parent survey, the district will evaluate the efficacy of the family engagement plan to improve academic quality of Title I schools.
- Administrators are required to complete an annual evaluation and to provide a summary of the results of parent surveys and/or focus groups prior to the annual Title I meetings.
- The schools' results are shared during the district Title I meeting by knowledgeable participants, which are typically those who have attended the school Title I meetings.
- Parents, in district meetings conducted by the Title I Director, are asked for and provide valuable input during district level meetings.

## **RESERVATION OF FUNDS**

The CCS will reserve 1 percent from the total amount of Title I funds it receives in FY18 to fulfill the parent and family engagement requirements listed in this policy and as described in Section 1116 of the ESSA. Additionally, the system will distribute the entire 1 percent of the reserved funds to Title I schools to support their local-level family engagement programs and activities. The district will provide clear direction and communication to assist each Title I school in developing a suitable family engagement budget that addresses their needs assessment and parent recommendations.

- The school district will partner with parents of children served in Title I, Part A schools to make decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent.
- The district will ensure that not less than 90 percent of the one percent reserved goes directly to the schools

## **COORDINATION OF SERVICES**

The CCS 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. The following steps will be taken to encourage and support parents in more fully participating in the education of their children:

- Camden County Schools will partner with families by providing opportunities to participate in adult development and parent education activities. Families may receive supports related to critical needs, family aspirations for their child, and community resources.
- Camden County Schools will coordinate and integrate the district's family engagement program with the local pre-k teachers by including them in the schools' family engagement training/workshops.
- Pre-k parents and families are invited to a family and community engagement literacy, technology and other content workshops to discuss effective parent involvement strategies.

## **BUILDING CAPACITY OF PARENTS**

The Camden County Schools will, with the assistance of its Title I schools, build parents' capacity for strong parental involvement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help parents work with their children to improve their children's academic achievement. Assistance will also be provided to parents in understanding the following topics:

- The challenging State academic standards
- The State and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child's progress
- How to work with educators

Camden County Schools will build the parents' capacity for strong parental involvement, in order to ensure an effective school - parent connection, to support a partnership among the schools, parents, and the community ultimately improving student academic achievement, through the following activities specifically described below:

- As appropriate, the CCS will, with the assistance of its Title I, Part A schools, provide assistance to parents and families in understanding topics such as the following:
  - the state's academic content standards,
  - the state's student academic achievement standards,
  - the state and local academic assessments including alternate assessments,
  - the requirements of Part A,
  - the steps for monitoring their child's progress, and
  - effective steps to partner with educators to improve student outcome.
- Parents are provided support to understand the standards, assessments, and Title I requirements, typically during annual meetings and then as needed or during school functions.
- Parents have the opportunity to request additional information through teachers and administrators, as well as other support staff.
- Parents are provided time to learn and/or written information on how to monitor their child's work through PowerSchool.
- Documents and resources are typically made available in hard copy or via web links.
- Camden County Schools will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their child's academic achievement.
  - Parents are invited to Academic Parent-Teacher Team (APTT) meetings, workshops, family nights, Math and Science Fairs, conferences, reading nights and a host of other activities identified through parent involvement surveys and achievement needs.
  - Technology devices (i.e. computers, laptops), as well as a wealth of parent information, are made available to parents on websites and are located in the parent resource rooms at each school.

## **BUILDING CAPACITY OF SCHOOL STAFF**

The CCS will conduct trainings during the school year for principals and schools to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. These trainings will be delivered to the faculty and staff of Title I schools. The focus will be on creating welcoming environments, improving two-way communication with families, utilizing contributions of parents, and working with parents as equal partners. CCS will build bonds between parents and schools by:

- Professional learning being provided at least annually to staffs on how to effectively communicate and work with parents.
- Training on effective communication will focus on simplifying language in communications/conferences so that all parents understand the messages.
- CCS 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 of participating

children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- Parents receive information by paper copy, district, school, and/or teacher websites, Facebook, emails, and texts in understandable and uniform formats and to the extent practicable in home languages as requested.
- Provide other reasonable support for parental involvement activities as parents may request.
- Additional training is scheduled as needed or desired.

### **ADOPTION**

This districtwide parent and family engagement policy 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 collaboration of parents, school, and district personnel at the District CLIP meeting.

This policy was adopted by the **Camden County Schools** on **7/25/17** and will be in effect for the period of the 2017-2018 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before 10/1/17.

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*(Signature of Authorized Official)*

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*(Date)*