

GWINNETT COUNTY PUBLIC SCHOOLS
TITLE I PARENT INVOLVEMENT PLAN
2008-2009

Gwinnett County Public Schools, also referred to as the Local Educational Agency (LEA) or the district, is committed to establishing partnerships with parents¹ and community members, and encourages their participation in the design, implementation, and evaluation of its Title I Parent Involvement Plan and activities as stipulated under section 1112, section 1116, and section 1118 of the No Child Left Behind (NCLB) Act of 2001. All policies governing GCPS shall be developed and adopted by the GCPS Board of Education; however, parents' input is welcomed.

Title I Documentation

All Title I meetings are documented with a printed agenda, signed attendance sheets, and multiple forms of advertisement. Minutes of all Title I meetings are recorded, and all parents' written comments and/or suggestions collected and submitted to the Title I Office. The Title I Office maintains its records for five years, and all such documents are subject to monitoring by the Georgia Department of Education and/or the United States Departments of Education.

Allocation of Title I Parent Involvement Funds

The Title I Program of GCPS allocates funds for parent involvement based on the guidelines as stipulated in the NCLB Act of 2001 - not less than one percent (1%) of its total Title I allocation for parent involvement.²

Notification of Adequate Yearly Progress (AYP) Status

Parents are notified of the AYP status of each Title I school. Parents of students attending Title I Schools identified as Needs Improvement (NI) receive a written explanation regarding such status and are advised of their parent rights under NCLB, which may include Supplemental Educational Services (SES) or Public School Choice.

Parents of students attending Title I schools identified as Needs Improvement have the right to provide input regarding the development of the school's plan for improvement. In addition to each school's administration and faculty, other school district personnel are available to assist the school in defining and attaining academic goals. Information about Title I, Public School Choice and Supplemental Educational Services (SES) is made available on each NI school's website and the GCPS website. Information is also available at each school.

The GCPS Title I Parent Involvement Advisory Committee

The GCPS Title I Parent Involvement Advisory Committee represents all Title I parents in matters concerning the LEA Title I Program.³ The committee includes parents and Parent Instructional Support Coordinators from each cluster in which Title I schools are located, in addition to Title I and other district level personnel.

Each parent representative is a member of the Local School's Title I Committee and is encouraged to complete Level 1 of the LEA Parent Leadership Academy. Parent members of the Parent Advisory Committee are selected by members of the Local School Title I Committee.

¹ The definition of "parent" from the National PTA includes other adults (grandparents, aunts, uncles, stepparents, guardians, etc.) that carry the primary responsibility of a child's well being. This is the definition used in this document

² NCLB, Section 1118: a3A

³ NCLB, Section 1118: a2a

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Evaluation/Revision of LEA Title I Parent Involvement Program

- ◆ The Title I Parent Involvement Plan of GCPS is reviewed and/or revised annually.
- ◆ A district-wide, annual survey is administered in February.
- ◆ Parent meetings are held in March, at various sites/times to maximize parent participation.
- ◆ Parents are given the opportunity to provide input through each school's Title I Committee.
- ◆ All parents' comments, suggestions, and/or written feedback are collected and maintained as permanent records in the GCPS Title I Office.
- ◆ Parent input, along with survey results from local schools, are used to determine the effectiveness of the program; to identify barriers to parent participation; and to increase opportunities for parent participation.

Distribution of Title I Notifications

All required Title I documents and parent notifications are distributed by each local Title I school. These documents may also be available in the GCPS/Local School Handbook, and on the GCPS/local school website.

Evaluation/Revision of the Local School Title I Parent Involvement Program

- ◆ Each Title I School surveys its parent population, at least annually, to evaluate the effectiveness of its parent involvement program.
- ◆ Parents are given at least two opportunities to participate in the survey, by written/online questionnaire, personal/telephone interview, or focus groups.
- ◆ Each school's Title I Committee, consisting of parents, community members, school administration, and staff, meets to review and/or revise the School Parent Involvement Policy and Action Plan, and the School-Parent Compact.
- ◆ All members of the Title I Committee have the opportunity to provide input about the expending of the Title I Instructional and Parent Involvement Budgets.
- ◆ Proposed budgets are available to **all** members of the Title I Committee four (4) days prior to the meeting at which such budgets will be discussed. Parents who are not members of the Title I Committee have the right to request a copy of the proposed budgets and provide feedback, prior to approval by the Title I Committee.

School-Parent Compact

The School-Parent Compact is explained, discussed, and signed with parents and students during the Title I Orientation Meeting, and may be discussed again during spring report card conferences. Parents receive copies. New registrants discuss and sign the School-Parent Compact and are given a copy, along with other required Title I documents at registration. Parents and/or teachers may elect to review and/or revise an individual student's School-Parent Compact to accommodate that student's individual needs.

Support by LEA Title I Office

Appropriate Title I staff members assist and provide coordination of support to each Title I school as needed. This ensures the effective planning and implementation of parent involvement activities.⁴

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Orientation to Title I

Orientation meetings are held at least annually at each school to inform parents about:

- ◆ the guidelines, purpose, and goals of the Title I Program, and the student selection process;
- ◆ the Parent Center and the role of the Parent Instructional Support Coordinator (PISC);
- ◆ parents' rights under Title I Part A, to request information about:
 - teacher certification in area(s) in which he/she provides instruction;
 - the degree and/or major of the teacher;
 - qualifications of paraprofessionals instructing students.⁵
- ◆ LEA Title I Parent Involvement Policy and Plan
- ◆ School-Parent Compact, Local School Parent Involvement Policy and Action Plan
- ◆ Title I Complaint Procedure
- ◆ FERPA – Federal Educational Rights and Privacy Act
- ◆ PPRA – Protection of Pupil Rights Act
- ◆ Student Directory Information Disclosure to military/institutions of higher learning (high schools)

Support for Student Learning

GCPS supports parents in meeting their basic obligation as their child's first teacher. This is accomplished in part through:

- ◆ Parent/Family Centers at each Title I school, facilitated by certified personnel.
- ◆ Materials (for check-out) will be available to parents in Parent/Family Centers
- ◆ Providing at least ten (10) meetings/trainings to assist parents in understanding of:
 - National/state/district education goals, content standards, and curriculum
 - Educational rights/responsibilities under the No Child Left Behind Act and Title I, Part A
 - School district and state assessments
 - Reading, writing, and math skills and strategies
- ◆ Providing parents with additional learning opportunities that promote:
 - oral and written English literacy
 - effective communication with educators and use of technology
 - decision-making skills and goal setting/tracking goal progress
 - methods for monitoring their children's progress
 - parental leadership through the LEA Parent Leadership Academy

All learning opportunities provided for parents are in accordance with the Joyce Epstein's six standards for effective parent involvement, adopted by the National PTA.

School Staff Collaboration with Parents

Each Title I school provides its faculty and staff members with training to assist them in working with parents as equal partners in the educational process and to increase effective communication between the home/school. Parents' input should be considered in planning such training.

Collaboration with the Community

Gwinnett County Public Schools embraces its students, parents, and community. Administrators, faculty, and staff collaborate with businesses and community-based organizations to provide resources and networks for parents and students.

⁵ Section 1118: a2E⁵ Section 1118: a2B

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Parent Leadership and Other Support

Additional opportunities for parents to be involved include:

- ◆ volunteering in the school and/or classroom; peer mentoring
- ◆ school leadership teams such as: PTA, Title I Committee, and Local School Councils
- ◆ LEA Parent Advisory Committee

GCPS strives to include all parents in activities, and to the extent practicable, accommodate parents with disabilities, language barriers, and other special needs. Parent meetings/trainings are held at various times. Transportation and/or childcare may be available. GCPS provides other reasonable support for parent activities as may be requested and to the extent practicable.

Integration with Other Programs

To the extent feasible and appropriate, the GCPS Title I Program coordinates and integrates parent involvement with other programs such as: Special Education, Early Intervention Program (EIP), Supplemental Educational Services (SES), Reading Recovery, English for Speakers of Other Languages (ESOL), and Supporting Partnerships to Assure Ready Kids (SPARK) – kindergarten transition program.⁶

Services to Eligible Parents of Students in Private Schools

GCPS, through participating private schools, partners with and provides academic support to the parents of participating Title I students enrolled in such schools, according to the requirements of *NCLB*. Based upon the needs of each participating student, parents have access to GCPS Title I Parent Centers, GCPS support personnel and specialists, and other resources.

Parent Involvement - Institutions for Neglected Students

Parents and legal guardians of neglected students are eligible for Title I services, and to the extent practicable, have access to school support staff, other district specialists, and all Title I Parent/Family Centers.⁷

Communication

GCPS maintains continuous communication with parents via multiple media, including:

- ◆ GCPS/local school websites
- ◆ Local media and community/business partners
- ◆ Parent-teacher conferences, parent workshops, Parent/Family Centers
- ◆ Newsletters, emails, signs and posters
- ◆ Telephone, automated calling systems

All communications are in an easy-to-understand language. Written/oral translations in Spanish, Vietnamese, Korean, and Bosnian are available through the GCPS Title III Office, local school personnel, or other contracted individuals. Translations for other languages may be provided upon request, and to the extent practicable.⁸

⁶ Section 1118: a2B

⁷ In developing this plan, Lisa Carr-Dixon and Carol Grady – GCPS Title I Office consulted with Eric McGhee & Anthony Threat GADOE, 01/03/2008, 2:00 pm EST, via telephone conference.

⁸ Section 1118: a2E