

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

The Charlotte-Mecklenburg Board of Education adopts the following policy, in accordance with the requirements of the federal No Child Left Behind Act (NCLB), as its Title I Parent Involvement Plan.¹

Charlotte-Mecklenburg Schools Title I Parent Involvement Plan

The Charlotte-Mecklenburg School Board of Education believes that the education of each student is a responsibility shared by the school and parents². The Board recognizes the need for a constructive partnership between the district and parents that provides for two-way communication and fosters educational support for students and parents. The Board recognizes the special importance of parental involvement to the success of its Title I programs.³

In keeping with these beliefs the Board endorses the parent involvement goals of Title I of the Federal No Child Left Behind Act of 2001 (NCLB) and encourages the participation of parents of students who receive Title I services in all aspects of their child's education, including the development and implementation of district programs, activities, and procedures designed to carry out NCLB parent involvement goals.

To that end, the Board directs the district to plan and conduct activities designed to encourage and facilitate participation by parents of students at Title I Schools. Efforts shall be made to ensure that all these parents will have the same opportunities to participate in parent activities, regardless of their ethnic/racial background, socio-economic status, limited English proficiency, or disabilities.

¹ As is required by NCLB, parents from Title I Schools have been involved with the development of this policy. Also in accordance with NCLB (and the provisions of this policy), parents at Title I Schools will have the opportunity to review this policy on an annual basis.

² Throughout this policy, unless otherwise stated, "parent" means one or both birth parents, the legal guardian or the legal custodian of a student, or the person acting *in loco parentis* to the student.

³ Throughout this policy, references to "Title I programs" means programs offered at schools that qualify for and receive funding and services from Title I funds provided by the federal government pursuant to Title I of the No Child Left Behind Act of 2001. Such schools are referred to as "Title I Schools."

Date of Adoption: 4/20/04

Page 1 of 8

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

Therefore, at Title I Schools and in accordance with NCLB requirements, Charlotte-Mecklenburg Schools will:

- A. Involve parents of students who receive Title I services in the development of the Title I Plan⁴ (hereinafter referred to as the “Plan”) through the PTA/School Leadership Team and provide the parents with opportunities to review the Plan. This Plan may be a component of the School Improvement Plan, which is also jointly developed by parents and the school staff. After joint development, if the Plan is still not satisfactory to parents of children participating in Title I programs, the district will submit any parental comments to the North Carolina State Department of Public Instruction along with its Plan.
- B. Assist schools in building capacity for parental involvement and increase academic achievement and school performance by providing coordination, technical assistance, and other support from departments, such as Student, Family and Community Services, the CMS Title I Department and the Curriculum and Instruction Department.
- C. Work with all school personnel to promote an understanding of the value of parent/school partnerships and how to build effective partnerships with parents.
- D. Build parent capacity for involvement and leadership by providing materials, activities, and training to parents to help them effectively support their children's education at home and at school.
- E. Help parents understand state and local academic curriculum and requirements, student achievement standards and expectations through a variety of means including school and community-based meetings, posting information on district and school websites and sending information to parents.
- F. As is feasible and appropriate, coordinate and integrate parental involvement programs and activities with other programs of the district, including but not limited to preschool programs.

⁴ Throughout this policy, “Title I Plan” refers to the provisions of this policy, which constitutes the district’s Title I Parent Involvement Plan.

Date of Adoption: 4/20/04

Page 2 of 8

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

- G. Ensure that all communication to parents is in an easy to understand format and, to the extent feasible, is provided in all of the major languages represented in the community.
- H. Provide support based on reasonable parent requests.
- I. Conduct an annual Plan Evaluation Meeting, preferably in the spring, with parents, staff, and administrators at each Title I School. In this meeting the overall Parent Involvement Plan should be discussed, including but not limited to the following issues:
1. the implementation of the Parent Involvement Plan;
 2. effectiveness of the school's and district's parental involvement practices and policies; and
 3. how the Title I monies are used for parental participation.

Suggestions shall be invited and any feedback shall be forwarded to the Director of the Federal and State Compliance Department.

- J. Direct that each Title I school develop jointly with parents a Parent/School Compact which shall :
1. describe the school's responsibility to provide high quality curriculum and instruction in a supportive environment;
 2. describe ways in which each parent will be responsible for supporting their children's learning such as monitoring attendance, homework completion, television watching, volunteering in their child's school, positive use of extracurricular time and supporting positive behavior and character traits that improve student success;
 3. address the importance of ongoing communication between teachers and parents through: parent-teacher conferences, frequent reports to parents on their children's progress, the provision of reasonable access to staff, and opportunities to volunteer and participate in their child's class.
- K. Direct that each Title I School develop a means of regular communication with parents. Through this communication, the school should make reasonable efforts to ensure that parents are aware of opportunities for involvement in the schools' activities, including the ability to be a part of each school's leadership team and involved in the process of school review and improvement.

Date of Adoption: 4/20/04

Page 3 of 8

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

- L. Direct each Title I school to implement each of the following parent involvement activities as well as a variety of other activities:
1. holding annual meetings to inform parents about the Title I program and its requirements;
 2. offering a flexible number of meetings and opportunities for regular meetings if requested;
 3. providing information about the curriculum, academic assessments used and proficiency levels students must meet;
 4. offering training opportunities;
 5. coordinating with other programs;
 6. offering opportunities for involvement of limited English proficient parents and parents with disabilities;
 7. evaluating parent involvement programs;
 8. providing opportunities for parents to volunteer, participate in and observe classroom activities;
 9. implementing the Parent/School Compact; and
 10. development of school-level procedures.

Date of Adoption: 4/20/04

Page 4 of 8

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY	CMS/NEPN
Parent Involvement at Title I Schools	Code:KBC

School: _____

Date of Review: _____

Suggestions for Changes: (Use additional sheet if necessary)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Date of Adoption: 4/20/04

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

School Leadership Team Signatures:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Date of Adoption: 4/20/04

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

Page 6 of 8

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

MEMORANDUM TO: Principals of Title I Schools and Pre-K Centers

THRU: Ann Clark
Chief Academic Officer

FROM: Ron Thompson
Executive Director for Federal/State and Compliance Programs
Melanie Bower (Contact Person, melanie.bower@cms.k12.nc.us or 980-343-5833)

DATE: February 2, 2011

SUBJECT: Title I Parental Involvement Policy

ACTION: Convene School Leadership Team for the purpose of the annual revision of the Title I, Part A: Parental Involvement Policy.

The primary theme of NCLB is holding schools accountable for improving student performance, and parents are viewed as integral players in that process. Therefore, NCLB regulations require LEAs to conduct an annual review of the district Title I Parent Involvement Policy.

Attached is the current Parent Involvement Policy, CMS/NEPN Code: KBC, adopted April 20, 2004, and a form for recording any suggested changes. Please have your School Leadership Team (SLT) review this policy and provide suggestions for any change to the policy on the enclosed form. If your School Leadership Team does not have any suggestions for change, after its review of the policy, write "No Changes" in the "suggestions for changes" section of the form. All team members must sign the form. The completed form and SLT agenda should be returned to the Federal, State and Compliance (Courier #835) office by Tuesday, March 1.

Please be sure to document your SLT meeting to review the policy through an agenda. More importantly, the minutes should reflect that the School Leadership Team was notified that this review will be an annual process.

If you have any questions about the policy, please contact Ron Thompson at 980-343-5833 or er.thompson@cms.k12.nc.us. Thank you for your assistance.

Attachments: CMS/NEPN Code: KBC
School Leadership Team Review Form

cc: Central Zone Superintendents

Date of Adoption: 4/20/04

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

CHARLOTTE-MECKLENBURG SCHOOLS

POLICY Parent Involvement at Title I Schools	CMS/NEPN Code:KBC
---	------------------------------------

Sarah Crowder
Yvette Smith
Kevin Paige

Date of Adoption: 4/20/04

Revised:

Legal Reference: 20 U.S.C. §6301 et seq.

Previous CMS Policy #: none

Cross Reference: KB

Page 8 of 8