

## BROADALBIN-PERTH TITLE I REQUIREMENTS

<b>Title I – Required Notifications</b>				
Requirement	What	By Whom	When	Accomplished
Notify parents of their right to know the qualifications of teachers and paraprofessionals	Newsletter/letter to parents or website	Director of Curriculum	Annually, at the beginning of the school year	Week of September 12
Notify parents of their right to know if their child's teacher is not highly qualified	Letter to parents	Building Leader	4 weeks subsequent to being taught by a non-highly qualified teacher	
Progress review of the school's efforts to meet AYP – School Improvement Plan	Newsletter Letter to parents Meeting	Building Leader	Annually at the beginning of the school year	
Provide annual report cards containing information on assessment, accountability and teacher quality	Newsletter Letter to parents Meeting	Director of Curriculum Building Leader	Annually	
Provide parents with information on their child's academic progress	Report card	Building Leader	As soon as practical	
Provide frequent reports on student progress	AIS Progress Reports Phone calls Teacher conferences	Building Leader Teachers	Frequently during the school year	
Distribute written parental involvement policies District Policy / School Plan	Meeting Website Parent Handbook	Director of Curriculum Communications Building Leader	Annual meeting – November 7 <sup>th</sup> PTO meeting Beginning of year Beginning of year	
Distribute School-Parent Compact	Parent Handbook Newsletter	Building Leader Teachers	Beginning of the year P-T Conferences	TLC IS MS
Distribute school-wide plan for Title I campus	Meeting	Director of Curriculum & Building Leader	Annually	
Provide information to parents of homeless students on their rights	Newsletter or Meeting	Director of Special Programs	When student registers or family becomes homeless	
Provide information about Safe and Drug Free School and Community status, programs and activities supporting SDFSC and instances of violent crime in the school	?	LEA	LEA: Status – annually Persistently dangerous – 14 days prior to start of year & upon enrollment; Programs – Ongoing; Violent Crime – within 14 days of incident	N/A
Provide parents with information about schools identified for School Improvement, Provide information about parent's rights to Supplemental Educational Services	Letter to parents	LEA	As mandated	N/A
Disseminate information regarding the District's written complaint procedures for resolving issues of violation(s) of a Federal statute or regulation that applies to Title I,	Meeting Website Parent Handbook	Director of Curriculum	Annually Continual post Beginning of year	Posted Sept

Part A programs.		Building Leader		
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<b>Title I - Required Consultation</b>				
<b>Requirement</b>	<b>What</b>	<b>Whom</b>	<b>When</b>	<b>Accomplished</b>
Written Parental Involvement policies (Jointly developed)	Meeting	LEA/Building Leader	Annually	
Evaluation of Parental Involvement Policy (Are parents provided multiple opportunities to provide input?)	Meeting Survey	LEA/Building Leader	Annual survey	
Written School-Parent Compact	Meeting	Director of Curriculum School Leader	Annually (Survey or Evaluation)	
Parent –Teacher Conference	Required meeting at elementary (keep log)	Building Leader Teachers	Annually early in the year	
School wide plan and Program Plans shared with Title I parents	Meeting	Building Leader	Annually	
Consolidated Application	Meeting	Director of Curriculum	Annually when the Application is being completed	
Reservation of Funds	Meeting	Director of Curriculum	Annual survey as required	
School Improvement Plan (SIP) if needed	Meeting	Building Leader	Within 3 months	
LEA Improvement Plan	Meeting	Director of Curriculum	Annual survey or evaluation	
Parent Advisory Council/Shared Decision-making Committee	Meeting	Building Leader	Annually – Survey or Evaluation	
Title I – Part A Meeting	Required meeting	Director of Curriculum with School Leader	Annually	

<b>Title I – Parent and Family Engagement Policy – Additional Requirements</b>					
<b>Requirement</b>	<b>What</b>	<b>How</b>	<b>By Whom</b>	<b>When</b>	<b>Accountability/ Evaluation</b>
Build school and parent capacity for strong parental involvement	Advertise opportunities for involvement in programs such as PTO, SDM, JA, room parent, suggestion box, ?	?			

Coordinate & integrate parent involvement with other district programs	Transition to new program/school ? ?	Parent tour/information nights	Building Leader(s) Parent Advocate Social Workers School Counselors	Pre-K Kinders Grade 3 Grade 6	
Provide assistance to parents in understanding topics such as content standards, achievement standards, State/local assessments, how to monitor progress, how to work with educators to improve achievement	Examples: Parent curriculum guide Weekly newsletters Secondary syllabus Parent Resource Cart	Texts to Borrow	SST/Media Spclist	On-going	
Provide materials and training help parents work with their children to improve achievement and foster parental involvement	Examples: Literacy training Use of technology 1000 Book Club Take home folders Take home bags				
Educate all staff members on the value of parental involvement	Education for staff Education for parents				
Opportunities to volunteer and participate in child's class; observation of classroom activities					
Reasonable access to staff	Opportunities for parents to interact with teaching staff	Parent Teacher Conference E-mail provided Telephone ?			

BROADALBIN-PERTH CENTRAL SCHOOL DISTRICT  
The Learning Community  
Title I - Parent Engagement Plan 2016-2017

Significant learning is more likely to occur when a positive and cooperative partnership exists between the school and home. More specifically, a positive partnership often yields higher academic achievement, reduced absenteeism, improved character and behavior and a feeling of confidence toward success. We strive to create a positive partnership between home and school. The Learning Community has adopted the Broadalbin-Perth Central School District's Parent Engagement Policy and has aligned our school level Parent Engagement Plan accordingly.

**Title I Information**

Our annual Title One meeting will be held November 7<sup>th</sup> at 6:00 p.m. as part of the Parent Teacher Organization meeting. Please join us for a discussion of the following topics: how we implement the Title One program at The Learning Community, the Title I Right to Know letter(s), and parent involvement opportunities throughout the school year.

**The Home School Compact**

The Home-School Compact is an important document that illustrates the shared responsibility for student achievement between the school, parents and students. The compact will be sent home to parents at the beginning of the year. Parents should read and sign the document and return it to school. A copy of the compact will be available throughout the school year on the district's website – [www.bpcsd.org](http://www.bpcsd.org). The compacts may be used at Parent/Teacher conferences to reference shared responsibilities.

**Access to the Parent Engagement Plan and School-Home Compact**

The Parent Engagement Plan and the School-Home Compact will be distributed to students at the beginning of the school year. The documents will also be available for view on the district's website. Parents will be given opportunity to provide feedback on the Parent Engagement Plan at the PTO meeting to be held on November 7<sup>th</sup>, at 6:00 p.m. in The Learning Community Media Center. Parents will also be given opportunity via a parent survey to provide input on how staff can effectively communicate and work with parents. Results of this survey will be shared with school staff and training will be provided accordingly at teacher professional development meetings. The parent survey will be published in May 2017.

**Parent Partnerships**

Learning opportunities for parents will be provided throughout the school year via Parent University. Details on programs will be sent home with students and posted on the district website. The Learning Community offers several opportunities for parent engagement, including but not limited to: Junior Achievement, March Mini Courses, Slice and a Story presentations, 1000 Book Club, Parents as Reading Partners program and classroom volunteers. Please contact your child's teacher or the building leader to learn more about these or other opportunities.

**What Parents Should Know About NYS Standards and Assessments**

Information on grade level standards and content expectations will be shared on the district website, during fall open houses, via parent handouts and at parent teacher conferences. Additional opportunities are scheduled based on parent and teacher requests. Please continue to read newsletters and check PTO agenda's for upcoming workshops/events.

**Parent Teacher Association Meetings**

PTA meetings are held the first Monday of each month at 6:00 p.m. in the Media Center of The Learning Community. Child care is available upon request. Building principal's use this forum to provide updates to the academic calendar and programs.

**Title One Director**

Please contact Teresa LaFountain, Director of Curriculum, Instruction and Grants at (518) 954-2621 or via e-mail: [lafountaint@bpcsd.org](mailto:lafountaint@bpcsd.org) with questions comments or concerns about the BPCSD Parent Engagement Policy, the school Parent Engagement Policy or any issues of violation(s) of a Federal statute or regulation that applies to Title I, Part A programs.

BROADALBIN-PERTH CENTRAL SCHOOL DISTRICT  
Broadalbin-Perth Intermediate School  
Title I - Parent Engagement Plan 2016-2017

Significant learning is more likely to occur when a positive and cooperative partnership exists between the school and home. More specifically, a positive partnership often yields higher academic achievement, reduced absenteeism, improved character and behavior and a feeling of confidence toward success. We strive to create a positive partnership between home and school. The Intermediate School has adopted the Broadalbin-Perth Central School District's Parent Engagement Policy and has aligned our school level Parent Engagement Plan accordingly.

**Title I Information**

Our annual Title One meeting will be held on November 7<sup>th</sup> at 6:00 p.m. during the Parent Teacher Organization meeting. Please join us for a discussion of the following topics: how we implement the Title One program at the Intermediate School, the Title I Right to Know letter(s), and parent involvement opportunities throughout the school year.

**The Home School Compact**

The Home-School Compact is an important document that illustrates the shared responsibility for student achievement between the school, parents and students. The compact will be sent home to parents at the beginning of the year. Parents should read and sign the document and return it to school. A copy of the compact will be available throughout the school year on the district's website – [www.bpcsd.org](http://www.bpcsd.org). The compacts may be used at Parent/Teacher conferences to reference shared responsibilities.

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**Parent Partnerships**

Learning opportunities for parents will be provided throughout the school year via Parent University. Details on programs will be sent home with students and posted on the district website. The Intermediate School offers several opportunities for parent engagement, including but not limited to: Junior Achievement, March Mini Courses, Wellness Day, Community Connections, Slice and a Story presentations, Amazing Math Race, and classroom volunteers. Please contact your child's teacher or the building leader to learn more about these opportunities.

**What Parents Should Know About NYS Standards and Assessments**

Information on grade level standards and content expectations will be shared on the district website, during fall open houses, via parent handouts and at parent teacher conferences. Additional opportunities are scheduled based on parent and teacher requests. Please continue to read newsletters and check PTO agenda's for upcoming workshops/events.

**Parent Teacher Association Meetings**

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BROADALBIN-PERTH CENTRAL SCHOOL DISTRICT  
Broadalbin-Perth Middle School  
Title I - Parent Engagement Plan 2016-2017

Significant learning is more likely to occur when a positive and cooperative partnership exists between the school and home. More specifically, a positive partnership often yields higher academic achievement, reduced absenteeism, improved character and behavior and a feeling of confidence toward success. We strive to create a positive partnership between home and school. The Middle School has adopted the Broadalbin-Perth Central School District's Parent Engagement Policy and has aligned our school level Parent Engagement Plan accordingly.

**Title I Information**

Our annual Title One meeting will be held on November 7<sup>th</sup> at 6:00 p.m. as part of the Parent Teacher Organization meeting. Please join us for a discussion of the following topics: how we implement the Title One program at the Middle School, the Title I Right to Know letter(s), and parent involvement opportunities throughout the school year.

**The Home School Compact**

The Home-School Compact is an important document that illustrates the shared responsibility for student achievement between the school, parents and students. The compact will be sent home to parents at the beginning of the year. Parents should read and sign the document and return it to school. A copy of the compact will be available throughout the school year on the district's website – [www.bpcsd.org](http://www.bpcsd.org). The compacts may be used at Parent/Teacher conferences to reference shared responsibilities.

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**Parent Partnerships**

Learning opportunities for parents will be provided throughout the school year via Parent University. Details on programs will be sent home with students and posted on the district website. The Middle School offers the following opportunities for parent engagement, including but not limited to: Shared Decision-Making Committee, Coffee and Conversation events with the principal, Discovery Day, Career Day. Please contact your child's teacher or the building leader to learn more about these or other opportunities.

**What Parents Should Know About NYS Standards and Assessments**

Information on grade level standards and content expectations will be shared on the district website, during fall open houses, via parent handouts and at parent teacher conferences. Additional opportunities are scheduled based on parent and teacher requests. Please continue to read newsletters and check PTO agenda's for upcoming workshops/events.

**Parent Teacher Association Meetings**

PTA meetings are held the first Monday of each month at 6:00 p.m. in the Media Center of The Learning Community. Child care is available upon request. Building principal's use this forum to provide updates to the academic calendar and programs.

**Title One Director**

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## **Keys to Successful Partnerships: Six Types of Involvement (Based on the work of Joyce Epstein)**

### Survey Topic 1: Parenting

How well does the school assist families with parenting skills?

How well does the school assist families in setting home conditions to support children as students?

How well does the school assist families in understanding child and adolescent development?

How well does the school assist school staff to better understand families' backgrounds, cultures and goals for their children?

### Survey Topic 2: Communicating

How well does the school conduct effective communications from school-to-home and from home-to-school about school programs and student progress?

### Survey topic 3: Volunteering

How well does the school organize volunteers and audiences to support the school and students?

How is the school doing at providing volunteer opportunities in various locations and at various times?

### Survey topic 4: Learning at Home/Outside of School

How well does the school advocate for learning outside the bounds of the classroom?

How well does the school involve families on homework and other curriculum related activities and decisions?

### Survey topic 5: Decision Making

How well does the school include families as participants in school decisions i.e. through school councils, improvement teams, committees and /or parent organizations?

How well does the school develop parent leaders and representatives?

### Survey topic 6: Collaborating with the Community

How well does the school coordinate resources and services from the community for families, students and the school?

How well does the school fulfill a role in providing services to the community?

### Examples of activities to link to the school improvement plan:

Set unique goals for the partnership group

Evening discussions about adolescents to help with parenting strategies/networking

Created a database of volunteers

Honor roll breakfasts with parent volunteers

Family literacy nights

Celebrated "Dad's Day"

Monthly 2<sup>nd</sup> cup of coffee meeting with school staff to discuss testing, homework, reading programs

PARP workshop sessions

Monthly reading nights with open library

Reading collaborative – DEAR time open to parents, grandparents, community members (i.e. police, fire fighters, mayor, etc.)

Writing workshop for parents at each grade level – Monthly writing shares

Parents as Authors program