

Cabot School

TITLE I, PART A PARENTAL INVOLVEMENT Procedure

Needed language is highlighted in Yellow.

In order to provide all children with significant opportunity to receive a fair, equitable, and high-quality education, and to close educational gaps, the Cabot School receives Title I, Part A funds. Therefore, in accordance with Section 1116(a)(2) of the Every Student Succeeds Act (ESSA, CCSU must develop, with the parents and family members of participating students, a written parent and family engagement procedure. This procedure will outline the Local Education Agency's (LEA) expectations and objectives for meaningful parent and family engagement and the ways in which the LEA will implement and support opportunities for parent and family involvement in order to improve student academic achievement.

Definition:

Parent: Includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare).

School level Parent Involvement

1. Cabot School will hold an annual meeting, at a convenient time, to which all parents of participating children shall be involved and encouraged to attend, to inform parents of the schools participation in Title I, to explain the Title I requirements under ESSA, and to inform parents of their right to be involved. The School agrees to take the following actions:

Suggested language:

- a. **Meetings are scheduled annually. Invitations are to be sent to each student at the school by paper invitation, email and the meeting will be posted to the online calendar.**

2. Cabot School agrees to offer a flexible number of meetings, such as meetings in the morning or evening and may use Title I funds to provide transportation, childcare, or home visits, as related to parent involvement.
 - a. Multiple meetings are scheduled to encourage parent participation, including day and evening meetings.
3. Cabot School agrees to involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I programs in the following ways:
 - a. In August, a letter from the grant manager goes home to all Title schools.
- b. Annual Title I meeting
4. Cabot School agrees to involve parents in an organized, and timely way in the planning, review, and improvement of the School Parent & Family Engagement Procedure and in the joint development of the schoolwide program plan in the following ways:
 - a. The grant manager consults with the Principal. The Principal agrees to engage in conversation with parents and teachers about the Parent Family Engagement Procedure. Feedback may be gathered by paper or by an online survey.
5. Cabot School agrees to provide parents of participating children the following:
 - a. Timely Information about Title I programs
 - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used, and the achievement levels of the challenging State academic standard.
 - c. Opportunities for meetings for parents to make suggestions and participate in decisions relating to the education of their children.
 - d. Responses to these suggestions as soon as practicably possible.
6. Cabot School agrees to take the following actions to submit any parent comments about the schoolwide program plan when the school makes the plan available to the LEA, if the schoolwide program plan is not satisfactory to the parents of participating children (1116©(5)):
 - a. All communication will be given to the grant manager. Together the grant manager with the guidance of the Superintendent will respond to such communication
7. CCSU POLICY Each building principal or his or her designee shall develop a School-Level Parental Involvement Compact in accord with Title I, Part

A requirements. The School Level Parental Involvement Compact shall include: (1) a process for continually involving parents in its development and implementation, (2) how parents, the entire school staff and students share the responsibility for improved academic achievement, (3) the means by which the school and parents build and develop a partnership to help students achieve the State's standards, and (4) other provisions as required by law. Each principal or designee shall ensure that the compact is distributed to parents of students receiving services, or enrolled in programs under Title I, Part A.

8. Cabot School agrees to take the following actions to provide opportunities for the informed participation of parents and family members, including providing information and school reports under section 1111, in a format and language that parents can understand (1116(f)):

b. Provide multiple methods of communication.

9. Cabot School will provide assistance to parents of children served by the school in understanding the following topics:

a. The challenging State academic standards

b. State and Local assessments

c. Title I, Part A requirements

d. How to monitor their child's progress

e. How to work with educators to improve their children's achievement

The school agrees to take the following actions in order to provide this assistance: present information at the Annual Title I meeting, offer information during parent teacher conferences.

10. LEA agrees to provide materials and training, such as literacy and technology workshops, as appropriate, to help parents work with their children to improve their children's achievement:

a. Rebuild PTO (Becca)

B. Network with Cabot Arts, Cabot Community Theatre, Rec Committee to list programming

C. Apply for Community Schools Grant

D. Begin to compile a list of community organizations/members to host internship opportunities

11. Cabot School agrees to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:

a. The value of contributions of parents

- b. How to reach out to, communicate with , and work with parents as equal partners
- c. How to implement and coordinate parent programs
- d. How to build ties between parents and schools.

The school agrees to take the following actions to provide this support:

- Build an educational partnership uniting the community, families of our students, and Cabot School faculty and staff in a strong and inclusive culture of learning.
 - We are one school, one community, and one crew. Our language and practices are consistent across cohorts.
 - We create experiences that span cohorts
 - We create experiences that span communities (family, faculty, staff, community, students).
 - We are crew, not passengers.
- We agree to the following:
 - Leadership will create opportunities for family engagement.
 - Leadership will begin partnerships with community based organizations that can help support after school programming and out of school learning opportunities.
- *Action Steps:*
 - Rebuild PTO (Becca)
 - Network with Cabot Arts, Cabot Community Theatre, Rec Committee to list programming
 - Apply for Community Schools Grant
 - Begin to compile a list of community organizations/members to host internship opportunities

12. Cabot School will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State and local programs and conduct other activities that encourage and support parents in more fully participating in the education of their children.

The school agrees to take the following actions to coordinate and integrate parent involvement programs:

- Rebuild PTO (Becca)
- Network with Cabot Arts, Cabot Community Theatre, Rec Committee to list programming
- Apply for Community Schools Grant
- Begin to compile a list of community organizations/members to host internship opportunities

13. Cabot School agrees to 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 a format and, to the extent practicable, in a language the parents can understand:

a. Create clear information when communicating with parents and community, avoiding acronyms and educational buzz words.

B. Communicate in a consistent manner. I.e. Newsletter is written every Friday and sent via email.

14. Cabot School agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:

a. Any requests that are received from the survey are reviewed and actions may be developed to support the request if needed.

¹ V.S.A. 144b© makes school districts LEA's for purposes of complying with the sections of federal law that apply to this policy.

Date developed and reviewed:

School name: Cabot School