

**SOUTH CARROLL COUNTY SPECIAL SCHOOL DISTRICT  
CLARKSBURG SCHOOL**

Under the Federal Projects Director, the school system shall provide the coordination and technical assistance plan and implement the Title I Program according to the guidelines set forth in law which includes, but is not limited to, the following:

- Parent input into the planning, design and implementation of the Title I Program
- Meaningful consultation of parents of participating children in the planning, design and implementation of the Title I Program
- Organized, systematic, ongoing, informed and timely consultation in relation to decisions about the program
- The involvement of parents through activities and procedures, which are of sufficient size, scope and quality to give reasonable promise of substantial progress toward achieving the required goals.

To ensure that parents have an adequate opportunity to participate in the planning, design and implementing of the Title I Program, the school system shall:

A. The LEA will use questionnaires, group meetings, and personal interviews to obtain parental input into the parent involvement plan and school improvement plan. Committee members' names are on file in the Federal Projects Supervisor's office.

B. Provide parents, including migrant students and limited English proficiency students, with reports and explanations of their child's progress. Formative and summative assessments will be explained to parents at parent-teacher conferences in the fall and spring. Parents unable to attend these conferences or feel the need to consult with their child's teacher may make an appointment with the teacher during planning time or after and before school.

C. To the extent practical, conduct a parent/teacher conference in the spring and fall with the parents of each participating child to discuss the child's progress, placement, and training in methods the parents can use to complement the child's instruction. Activities will be suggested by the classroom teacher and helpful websites given to parents.

D. Standing committees will be comprised of a cross-section of the parent population and will address concerns of: Technology, CTE, Safe and Drug Free, School Needs Extended Contract, Special Education, Pre-School, Family/Community, Schoolwide Title I, School Health, TCSPP plan. Committees will meet together annually.

E. Evaluation: Assessment observations, such as interviews, comments from meetings, questionnaires, and other means will be used to revise the parental involvement policies and to design strategies for school improvement at the fall annual meeting. Findings will be utilized to design strategies for more effective parental involvement

F. Specific strategies for parental involvement are:

- Newsletter tips for parents
- Parent Orientation
  - Curriculum Updates
  - Homework Tips
  - Attendance Guidelines
  - Discipline Procedures
- Parent Teacher Conferences Fall and Spring Semester
- Parent / Student Nights to promote reading and math
- Parent Volunteer

G. Accessibility: To the extent practicable, the school district shall provide full opportunities for the for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory and homeless children, including providing information and school reports in understandable and uniform format and including alternative formats upon request, and, to the extent practicable in a language parents understand.