

**Title I Parents Have A Right to Know**

- I. In accordance with Federal Regulations, parents are involved in the design, planning, implementation, and evaluation of *Title I* in the following ways:
  1. Announcements are made in school newsletters and school website about the availability of *Title I* service.
  2. Student selection is based on evaluations of both classroom teachers and Title I teacher(s). Evaluations are conducted through means of various assessments such as: **Test of Kindergarten/First Grade Readiness Skills, AIMSweb, Basic Reading Inventory (BRI)**, and other testing such as **Spelling Inventories**.
  3. Parents are encouraged to meet with the *Title I* Director/Teacher at the beginning of the school year and **have input in the instructional goals for their child**.
  4. The *Title I* Director is available at Open House to disseminate information, answer questions, and take suggestions.
  5. Individual conferences for *Title I* parents are scheduled if necessary.
  6. Progress reports are sent home quarterly and phone calls are made when necessary.
  7. Parents will receive the flyer: Parents Make A Difference each month.
  8. The *Title I* Director attends staff meetings.
  9. **Parents may observe the Title I program at anytime.**
- II. The following records are kept to indicate that the above requirements have been met:
  1. Minutes are kept of staff meetings that concern Title I projects and/or Title I students.
  2. The Title I Director issues progress reports with report cards.
  3. Title I Director meets individually with parents at Open House and keeps a record of parent conferences.
  4. The Title I Director/Teacher keeps returned evaluations/questionnaires and suggestions.
  5. The Title I Director/Teacher will implement changes and suggestions as deemed necessary and appropriate for the benefit of each student's learning.
- III. Title I Director/Teacher keeps the avenue of communication open via letters, phone calls, emails, and on our website ([www.stewartstown.sau7.org](http://www.stewartstown.sau7.org)) with upcoming events.
  1. A formal complaint procedure is available at Stewartstown Community School should parents wish to make a complaint regarding their child's Title I instruction.
  2. The Title I Director contributes to the Schools' website.

