

**Talbot County Public Schools Title I Parent and Family Engagement
Plan (Updated August 2017)**

Parent and family engagement efforts should be aimed at developing a climate of open communication and trust whereby parents are welcomed and viewed as an integral part of the education process. School personnel should recognize and value the role of parents and family members as the child's first and most influential teacher(s) and that parents and families should be involved in their child's education. Community involvement is important for supporting and enriching the educational environment.

To support this the Title I office will:

1. Involve parents and families in jointly developing, reviewing and revising the TCPS Parent and Family Engagement Policy #11.11 and Title I Parent and Family Engagement Plan, which is part of Talbot County's Master Plan.
 - At least annually, invite parents and families from each Title I school to review, provide feedback, and revise the district-wide Title I Parent and Family Engagement Plan, Home/School Compact and the reservation of parent/family engagement funds at times that are convenient to parents and families (day/evening).
2. Provide coordination and technical assistance to assist schools in planning and implementing effective parent and family engagement activities to improve student achievement and school performance.
 - The Title I Parent Liaison will visit each Title I school regularly, hold multiple parent and family meetings to develop the school based plan, monitor and implement the plan and/or provide technical

assistance to school staff as needed.

- The Parent and Family Engagement Supervisor (Title I Coordinator) will seek funding through the 21st century grant to continue work with the Chesapeake Multicultural Resource Center (Strategic Plan) on the Easton Elementary Campus.
 - TCPS will recruit bi-lingual volunteers and highly qualified community members and train them to be interpreters through a partnership with Talbot Family Network (Strategic Plan).
 - Acclimate all families in accessing information and services to best support their students' education by creating a video to help families navigate our school system, update our school websites to be more informative and provide parents demonstrative workshops of how to access information (Strategic Plan).
3. Provide assistance to parents and families in understanding Maryland's academic content and student academic achievement standards, state and local academic assessments, Title I requirements as well as how to monitor a child's progress and to work with educators to improve student achievement by:
- Maintaining and updating TCPS website including information on Title I, state academic content and achievement standards, and state and local assessments.
 - Including the new ESSA Title I requirements in the annual

materials which are distributed at the Annual Title I meeting, school newsletters, and with the parent and family compact information.

- Posting Parent and Family Engagement policies of the Talbot County Public Schools Title I Parent and Family Engagement Plan at each school and on each school's website for parents to view.
 - Providing Power School Parent access to parents/guardians, giving parents web- based access to monitor their child's attendance, discipline records and grades.
 - Provide training specific to the needs of parents and families of students with disabilities, English learners and migratory children.
4. The Title I Office, through the efforts of the Title I Parent and Family Engagement Liaison, will provide materials and training to help parents/guardians work with their children to improve achievement.
- At least annually, administer the Title I Parent and Family Interest Survey to help identify and design workshops that encourage and support parental and family involvement.
 - Provide tips for parents and families on how to support student learning at home on the TCPS website and in monthly school newsletters.
 - Annually provide information to parents and families regarding the annual regional Parental Information Resource Center conference.

- During each semester, ensure that parent outreach activities are held at varied times (day and evening) focused on reading, math, science, PARCC, MISA and/or technology.
5. Educate instructional staff, with parental and family assistance, in the contributions of parents and families, and how to reach out and communicate with parents and families as equal partners.
- Include Title I parents on the district Citizens Advisory Committee to the TCPS Board of Education. This committee reviews all policies and communicates the impact of policies upon the lives of families and instructs the Board on how to work more effectively with parents and families.
 - Include Title I parents/guardians on the Superintendent's Parent Advisory Council. This committee reviews all policies and communicates the impact of policies upon the lives of families and instructs the Board on how to work more effectively with families.
 - Develop intentional strategies to increase engagement of parents and families on school committees. Parent and Family Engagement Supervisor (Title I Coordinator) is directed to research effective practices for parent and family engagement and define opportunities for parent engagement and advertise them (Strategic Plan).
 - Conduct a yearly comprehensive Superintendent's parent evaluation survey. Parents/guardians are

asked to evaluate every aspect of the school system and all aspects of their child's education, including parental and family involvement. Parents are also asked to rate priorities for the next budget cycle. Data is broken down by school as well as reported by district. This instrument is utilized to facilitate parental instruction of school staff on how to work with families and teach their children more effectively. The survey is available in Spanish as well as English and is posted on the website.

- Analyze data from the Title I parent/guardian survey and the district parent/guardian survey to identify suggestions for professional development topics for faculty and staff on how to communicate with and work with parents and families as equal partners.
- The Title I Parent and Family Engagement Liaison will assist the school staff to host parent walkthroughs in all Title I buildings to check on the school culture regarding parents as visitors and volunteers. Information from the walkthroughs will be shared and discussed with school improvement teams. TCPS Today provides email access to news bulletins and updates for individual schools and the district. TCPS also communicates on Facebook and Twitter.
- The Superintendent conducts community and parent forums and surveys as part of the budget process.
- The Superintendent conducts forums with community and parents as part of a strategic planning process.

6. The Title I office in coordination with the Judy Center, located in Easton Elementary School campus, will coordinate and integrate parent involvement programs and activities with other programs (Head Start, Early Head Start, public pre/k, private preschool and child care, Chesapeake Multicultural Resource Center, and BAAM, Inc.) that encourage and support parents and families in more fully participating in the education of their children.
 - The TCPS Title I Coordinator serves on the advisory board of the Judy Center and the Talbot Early Childhood Advisory Council.
 - Provide monthly parent workshops and provides transitioning activities for families as the children move from community early childhood programs into the EES school.
 - Coordinate early childhood services for families and also sponsors summer programs for preschool age children so that services are in place year-round.
 - Provide transitioning activities at Tilghman, St. Michaels and White Marsh Elementary Schools for incoming Pre/K and Kindergarten students.
7. Written communication will be provided to parents, to the extent possible, in a language and format they can understand (free from educational jargon and acronyms) and translated appropriately.
8. The Title I office will pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and

training sessions.

9. Maximize parental and family involvement and participation in their children's education by arranging school meetings at a variety of times or conducting telephone conferences between teachers and other educators who work directly with participating children and parents/guardians who are unable to attend those conferences at school.
10. The Title I Parent and Family Engagement Liaison will meet with each school's Title I parents/guardians to hold focus groups at a variety of times, including both day and evening, to gain parent advice on all matters related to parental involvement in Title I, Part A programs.
11. School level data from the Superintendent's Parent Evaluation Survey will be utilized by the District Title I office to determine technical assistance offered to the school regarding parent involvement components in their school improvement plans.