



2018-2019 TITLE I DISTRICT LEVEL FAMILY ENGAGEMENT PLAN

Calvert County Public Schools

The CCPS Title I District Level Family Engagement Plan outlines the goals for family engagement in schools receiving funding for Title I services. The District Level Parent Advisory Council (DL-PAC) provides opportunities for parents/guardians to engage in a review of the Plan, the annual survey, topics of concern to parents/guardians, and to discuss activities and funding for parent events sponsored by the District.

Schools receiving additional funding through Title I are: **Calvert Elementary (CES), Patuxent Appeal Elementary Campus (PAC), and Saint Leonard Elementary (SLES).**

DISTRICT LEVEL MEETINGS

District Level Meetings are scheduled three times a year.

The dates for 2018-2019 are:

November 15, 2018 CES

January 8, 2019 SLES

April 2, 2019 PAC

Weather permitting, meetings begin with a light meal served from 6:00- 6:30 pm. Following the meal, from 6:30-7:30 pm, the DL-PAC meetings will take place. Childcare, transportation, and language assistance are provided for all DL-PAC meetings.

The District Title I Office will be hosting a district wide event on March 14, 2019. More information will be available closer to the date.

PURPOSE OF THE DISTRICT LEVEL FAMILY ENGAGEMENT PLAN

The District Level Plan for Parent Involvement in Title I affirms the critical importance of the role of parents and caregivers in the education of Title I students. The District Level Plan is based on four principles outlined in Policy #8123 that are compatible with Title I requirements.

- Parents and families want what is best for their children regardless of ethnic group, socio-economic status, income level, or educational background and are a key resource in their children's education.
- All children can learn.
- Together as partners our schools, family caregivers, and communities can succeed in educating children to be able to lead a happy, healthy, and productive life.
- The District Level Plan outlines the role of the District in providing support and technical assistance to Title I schools for effective parent involvement to enhance student achievement.

PURPOSE OF THE DL-PAC

The purpose of the DL-PAC is to build a partnership between Calvert County Public Schools, Title I schools within the County, and parents/families to support increased student achievement for all Title I students.

Activities that promote such a partnership include:

- Participation in joint development of the District Level Family Engagement Plan in order to enhance meaningful parent and family involvement.
- Involvement in the continuing annual process of reviewing, and revising the District Level Family Engagement Plan, the Title I School-Family-Student Learning Compact and the Title I Mid-Year and End of Year Parent Survey.
- Participation in the evaluation of the Mid-Year and End of Year Parent Survey. And, based upon the data collected from these surveys identify evidence-based strategies for more effective parental involvement.
- Identification and selection of parental/family activities and trainings that promote academic success. As well as make budget recommendations for parent and family activities.
- Making recommendations for professional development as it pertains to trainings for teachers, principals, and other educators to improve effectiveness.

ORGANIZATION OF DL-PAC

The DL-PAC is chaired by the Title I Supervisor or designee and includes parents and families of Title I students and school staff. The DL-PAC meets at least three times per year to advise the Calvert County Public Schools Title I Office on issues of concern to Title I parents and families. The DL-PAC provides an opportunity for parents and family members to:

- Inform the Title I Office about questions, comments, and concerns from parents and family members as it relates to the Title I program.
- Describe how the Title I Office can have better outreach to parents and family members, regardless of ethnic group, socio-economic status, income level, or educational background.
- Make contributions to CCPS's Title I program.

CCPS PARENT INVOLVEMENT POLICY

The District Level Plan for Title I Parent Engagement in Calvert County Public Schools is aligned with both the principles of the Board of Education's Policy #8123 and the requirements of Title I, Part A Section 1116 of the Elementary Secondary Education Act.

The Board of Education of Calvert County Public Schools has adopted Policy #8123 referring to parent, family, and community involvement.

This policy states that the Calvert County Public Schools:

- Recognizes that parents, caregivers, and the community play an important role in the education and achievement of students and that the responsibility for their education is shared among the school, families, and the community.

- Encourages parental, caregiver, and community involvement through a variety of opportunities while providing the means to keep schools safe, orderly, and focused on learning.
- Requires schools to involve community organizations, community members, parents and caregivers of children of all ages and grade levels by providing and respecting a variety of types and degrees of involvement.
- Encourages an active volunteer program which enhances students' educational experiences

VOLUNTEER IN YOUR CHILD'S SCHOOL

A volunteer is a person who provides services for CCPS without receiving any payment for work done or time contributed. All participants in school activities that support students are volunteers. Volunteering can happen at school sites, in the community, and through work done at home. Some ways in which individuals may volunteer to support students include: assisting in classrooms, attending school events, being actively involved in your child's learning, chaperoning a trip, mentoring students, and/or by participating with support groups (ex. PTA, PTO, Boosters).

Per Calvert County Public Schools guidelines, volunteers must be at least twenty-one years of age unless, they are the parent of a child in the classroom. Those interested in volunteering may visit the Calvert County Public Schools website at:

<http://www.calvertnet.k12.md.us/> and complete the "Online Volunteer Application Process." Or, potential volunteers may contact your building principal who will provide parents and caregivers with paper copies of all materials available online. For further information about the volunteer application process contact Heidi Kaminsky or Joyce King at 443-550-8030.

Volunteer in Your Child's School

Volunteer in your child's school by signing up online at Calvertnet, *Volunteer with Us*, or by contacting your building principal who will provide parents and caregivers with paper copies of all materials available online. For assistance, you may also call Sandy Nicholes at 410-535-7255 or Email: nicholess@calvertnet.k12.md.us.

ACADEMIC ASSISTANCE

At the District Level, assistance to parents and families about understanding Maryland State and Calvert County Public Schools academic content standards, assessments, student achievement standards, monitoring of student progress, and working with educators occurs through:

- Annual Meetings, Compact Conferences, parent-teacher conferences, Family Events, and Family Engagement Libraries.
- Information available on the CCPS website and materials sent home.
- Regular quarterly CCPS progress reports.
- Review of student grades by assisting parents in the use of CCPS's online student grade viewing program called Home Access Center (HAC).
- Parent Learning Conferences, which are developed from the input of the DL-PAC.

HOME SCHOOL COMMUNICATIONS

To support effective, home-school communication, information about Title I is available on the Calvert County Public Schools website, <http://www.calvertnet.k12.md.us/>. Title I activities, documents, and information for parents and families is available under the "For Parents" tab on the Calvert County Public Schools website. All home school communications are written in a format and language parents can understand.

FAMILY ENGAGEMENT LIBRARY (FEL)

Family Engagement Libraries provide materials to parents and family members to work with their children to improve their achievement in areas such as literacy and technology. The District and schools purchased these materials for home use. During Family Events, Compact Conferences, and Lunch and Learns parents are provided information and training about resources found within the FEL. For questions about your school's Title I FEL, contact your child's Title I teacher.

PARTNERSHIPS WITH OTHER FEDERAL PROGRAMS AND COMMUNITY AGENCIES

Partnerships such as the Judy Center, Head Start, Calvert County Public Library, HIPPPY/Healthy Families, Infants and Toddlers, and others are coordinated at the district and schools levels. Partners are invited to district and school level family events.

STAFF DEVELOPMENT

The Title I Supervisor conducts three annual monitoring site visits to each school with the Title I District team members. During these visits, the team provides staff development and reviews each school's progress in meeting the sites individual Title I goals.

District level staff development meetings are held monthly with Title I teachers. During these meetings, teachers are provided training and professional development that assist them in building their capacity in order to:

- Work with students, as well as parents and family members as partners to support student learning.
- Identify strategies to support successful school and family interactions.
- Deliver outreach activities such as Family Nights and Lunch and Learns for Title I parents and families to support student achievement.
- Develop effective strategies for learning about parents and families and ways to communicate with parents about the needs of their students.
- Assist parents in monitoring the progress of students in meeting local and state standards and the assessment of those standards.
- Understand the value of working with, learning from, and encouraging parents and families to participate in building ties between home and school.

Title I teachers receive targeted professional development from the Mathematics and English Language Arts supervisors who work with teachers to review and analyze data, to discuss effective strategies for instruction, and to provide assistance in choosing best practices and research-based interventions.

DISTRICT LEVEL TITLE I PARENT BUDGET

EVENTS	ITEMS	COSTS
District Meetings (3)	Food	\$747.00
	Child Care	\$300.00
	Transportation	\$873.00
	Learning Materials	\$600.00
	Salaries + FICA	\$ 810.00
District Parent Event	Food	\$650.00
	Child Care	\$100.00
	Transportation	\$300.00
	Presenter (Fees +costs)	\$400.00
	Learning Materials	\$750.00
	Salaries + FICA	\$ 270.00
	TOTAL	\$5800.00

**The budget proposal is subject to change based on the approval of the 2018-19 Title I Grant.*

As required, this document will be incorporated into the Master Plan of Calvert County Public Schools

Calvert County Public Schools does not discriminate on the basis of race, color, religion, sex, age, ancestry or national origin, familial status, marital status, physical or mental disability, sexual orientation or genetic information or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

- Director of Student Services
- Director of Human Resources
1305 Dares Beach Road
Prince Frederick, MD 20678
443-550-8000

For further information on notice of non-discrimination, visit the Office of Civil Rights Complaint Assessment System at: <http://ocras.ed.gov> or call 1-800-421-3481.

Anti-sexual, Anti-racial and Anti-disability Harassment Statement

Discrimination can manifest itself in behaviors such as bullying, harassment, or intimidation of individuals.

Calvert County Public Schools does not tolerate any form of harassment including, but not limited to, sexual, racial, or disability. Any individual (student, employee, or community member) who believes that he or she has been subjected to any form of harassment is encouraged to report the allegation of harassment. Students, parents and community members may report allegations of harassment to:

Ms. Kimberly Roof
Director of Student Services
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Employees may report allegations of harassment to:

Ms. Laveeta Hutchins
Director of Human Resources
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Calvert County Public Schools is committed to conducting a prompt investigation for any allegation of harassment. If harassment has occurred, the individual will be disciplined promptly. Disciplinary actions for students found to have engaged in any form of harassment may result in suspension or expulsion. Disciplinary actions for employees found to have engaged in any form of harassment may result in suspension or termination. Calvert County Public Schools encourages all students, parents, employees, and community members to work together to prevent any form of harassment.

The Title I District Level Plan was submitted for review at Annual & Parent Meetings and at the DL-PAC Meeting on November 15, 2018 and January 8, 2019. Comment period will be from November 15, 2018 to January 8, 2019. Final approval will occur at the DL-PAC Meeting on January 8, 2019. The approved District Plan will be distributed and posted on www.calvertnet.k12.md.us.

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