



# Jeff Davis Title I Parent Center

“A Helping Hand for Parents & Students”

**Monday-Friday**

**9:00 a.m. to 12:00 p.m. & 1:00p.m. to 4:00 p.m.**

Located inside the Educational Media Center

720 East Plaquemine Street, Jennings LA

The Parent Center has gone paperless! Monthly newsletters are now daily e-messages. Access all the great Parent Institute resources at

[https://www.jeffersondavis.org/228490\\_2](https://www.jeffersondavis.org/228490_2)



## 2020-2021 Jefferson Davis Title I Parental Involvement Plan

### Statement of Purpose

A major goal of the Jefferson Davis Parish Title I Program is to encourage greater involvement of parents in the education of their children and in developing a strong partnership with teachers, principals, staff, the community and school. The Jefferson Davis Parish School System is committed to the goal of providing quality education for every child in this district. The child benefits if the school and home form a partnership promoting high expectations for our children. Parents are the children's first teachers. Parental support for their children and for the school is critical to their children's success at every step of the way. The Jefferson Davis Parish School District strives to include parents in all aspects of the district's Title I Program. The goal is to have a strong school-home partnership that will help all students in the district succeed.

### Parental Involvement in Developing the Plan

A district-wide Advisory Council, with principals, teachers, Title I staff and supervisors develop a Title I Parent and Family Engagement Policy. The District Advisory Council is comprised of parents and staff members selected from each Title I school attendance area and other Title I staff. The goal is to have at least one parent from each school whose children are participating in the Title I Program. The plan is reviewed annually for suggested revisions from the District Advisory Council and feedback from parents and school personnel. Parent input is considered in programmatic decisions and incorporated in the development of the ESSA Application. Parents also serve on the school site School Improvement Teams (SIT) to further develop specific parent activities and programs. The district conducts an annual training on effective parent/family involvement to provide schools information and strategies to improve their school site plan and activities.

### Meetings/Communications

The District Advisory Council meets twice a year. The first meeting will be in the fall and the second in the spring of each year. Parents are provided information about the Title I guidelines. Copies of the district's current Parent and Family Engagement Policy are distributed. Parents are given opportunities to become involved in all aspects of the partnership on the district and school level. Schools will build capacity for strong parental involvement through a variety of activities: parent-teacher conferences will be held at the school site at the request of parents or teachers to discuss student performance and review compact; an open-house will be held at each school; parenting work-shops will be offered throughout the year at the Parent Center or individual schools; Family Nights and Visitation Days will be held at school sites to provide parents the opportunity to participate in various mini-sessions and/or attend presentations by guest speakers; communication with parents will include a Title I online newsletter with daily updates accessible through the Jeff Davis website; a copy of the Jeff Davis Parent and Family Engagement Policy is distributed along with a Parent Center flier and a federal programs brochure; notices, letters, fliers, progress reports, and a calendar of activities will be sent home with students; other contacts will be made by phone, newspaper notices and home visits; teachers will be encouraged to use the Parent Center Referral forms to refer parents to the Title I Parent Center for help in specific skills; and parents will be encouraged to talk with their child's teacher when they are not concerned about a problem, as well as when they are concerned, and teachers will be encouraged to send notes and make calls to parents when children are experiencing success, as well as when they are having difficulties.

Parents are notified that they have the right to request information about the qualifications of their children's teachers or a paraprofessional who instructs them. Parents are also informed that they will be notified in the event that their child is assigned to, or taught for at least four consecutive weeks by a teacher who does not meet applicable state certification requirements, or if their child is placed in a program for English Learners (EL). The English Learners (EL) teacher will provide information regarding the program activities, how it will help their child learn English, the exit requirements, and will work with the family in developing strategies to enhance the effectiveness of the program.

#### Title I Parent Center

A parenting center will be available for use by parents with children in Pre-K through 5<sup>th</sup> grade Title I schools. The center located at 720 E. Plaquemine in Jennings will be open Monday through Friday from 9:00 a.m.-4:00 p.m. Flexible hours may be arranged by contacting the Parent Center staff. The staff consists of certified teachers who will be available to assist parents in working more effectively with their children. Electronic games and various educational materials and information may be checked out free of charge. Parent Liaisons will facilitate communication between parents and schools. Home visits will be made to those parents unable to go to the Parent Center.

#### School-Parent Compact

Each school must share responsibility with parents for high student performance by developing a school-home compact jointly with parents of children participating in the program. These compacts will outline how parents, staff and students will share responsibility for promoting high student achievement. Parents will receive the compact from their child's school with a checklist of responsibilities that teachers, parents, and students will have for helping students achieve the goals. The content of the compact will be discussed at the school meetings with the parent and child's teacher. Parents should discuss the compact with their child(ren).

#### Types of Parental Involvement

Family/parent involvement is solicited and encouraged in developing the School Improvement Plan (SIP) and participating in quarterly School Improvement Team (SIT) meetings. To ensure that parents have input and a voice in the SIP, a SIP meeting is held or SIP survey provided. In addition, parent representatives serve on the individual school site SIT along with teachers and other staff for review of school data and recommending improvement strategies. Parent involvement activities also include: community meetings or training on the school improvement process, informational meetings on understanding testing and other data, newsletters, web site postings, etc. Other parental involvement informational meetings or training may include parent education on various topics, preparation for test taking, technology, etc. There are many ways in which parents can be involved with their child's education. The Jefferson Davis Parish School District values both at-home contributions and those that take place at school and in the community. Reading to children at home, talking with them at family mealtime, providing an at-home study period, making sure homework assignments are complete and monitoring TV programs are as important as volunteering at school or serving on committees. Many types of parental involvement are needed in a school-home-community partnership that will help all children to succeed. For additional ways to become involved parents should check with their child's classroom teacher, building level principal, or the Title I Parent Center staff.

#### Coordination, Technical Assistance and Other Support

The Central Office staff, District Title I staff, School Support Team and district board will provide coordination, technical assistance and support necessary to assist participating schools in planning and implementing effective parental involvement. The district provides resources and annual training on increasing the effectiveness of the school site parent involvement activities, how to effectively communicate with parents and work with parents as partners, and how to address parent requests in ways most beneficial to the child. The District Advisory Council also addresses activities to build capacity at the district and school level. The district provides a parenting center and qualified staff to provide assistance to schools and families. The Title I supervisory staff, parent coordinator and parent liaisons will make every effort to coordinate and integrate parental involvement strategies with other school community programs such as Pre-K, Head Start, Health and Human Services programs and other literacy training. Under McKinney-Vento legislation, students deemed eligible for homeless can receive assistance through the Jeff Davis Title I office.

#### Evaluation

The district-wide Title I Advisory Council will be involved in the process of school review and improvement. Parents of children in the Title I program will be a part of this group. The aim will be to evaluate the schools in this district, collecting information in a variety of ways such as parent surveys, meeting discussions, review of school performance or school climate, etc. There will be an annual evaluation of the content and effectiveness of the Title I Parent and Family Engagement Policy by review of participation and feedback from parents and schools using surveys and questionnaires. The evaluation will include an assessment of how much parental involvement is increasing at the school and district levels and what barriers to parental participation still need to be overcome, and possible strategies to address these barriers. The school district will revise its Parent and Family Engagement Policy on the basis of the annual review.

### **Louisiana Department of Education Complaint Procedures For The Elementary and Secondary Education Act of 1965**

If the Jefferson Davis Parish School System Title I Program is not providing services in accordance with state and federal regulations, a parent may file a complaint in accordance with The Louisiana Handbook for School Administrators, Bulletin 741, Section 349, which is available online at the following website address: <https://www.doa.la.gov/osr/lac/28v115/28v115.doc>. Parents may also request a copy of this bulletin by calling the Department's toll-free number 1-877-453-2721. This bulletin contains detailed procedures established for resolving complaints filed against the Department of Education or a local education agency pursuant to provisions of the Elementary and Secondary Education Act of 1965, 20 U.S.C. §6301, et. seq. (ESEA).

Summarized from the above handbook, complaints to the Louisiana Department of Education must (1) be in writing and (2) describe a violation of the law or a violation of federal statutes or regulations.

The written complaint must include:

- A statement of the violation of a requirement of a pertinent federal statute or regulation;
- The facts on which the statement is based, including the name of the local education agency;
- A proposed solution for the problem;
- The parent's signature and contact information;
- Only violations occurring within the past year.

A parent is notified when a complaint has been received by the Department, and complaints will be resolved within 60 days of the receiving the complaint, unless the timeline has been extended. The parent will receive a written decision addressing each violation and will also be informed of the right to request that the Secretary of the United States Department of Education review the decision made by the Louisiana Department of Education.