



## **Cartersville City School District 2024-2025 Parent and Family Engagement Policy (PFEP)**

*Revised July 11, 2024*

### **What is Family Engagement?**

Family Engagement is the participation of parents and family members in regular, two-way, and meaningful communication involving student academic learning and other school activities.

Systemic Family Engagement helps to ensure:

- *Families play an integral role in assisting their child's learning.*
- *Families are encouraged to be actively involved in their child's education.*
- *Families are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in their child's education.*
- *Activities, such as those described in Section 1116 of the Every Student Succeeds Act (ESSA).*

### **About the Parent and Family Engagement Policy**

In support of strengthening student academic achievement, the Cartersville City School District (CCS) has developed this parent and family engagement policy that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district's Title I schools. This plan will describe CCS's commitment to engage families in their children's education and build the capacity in its Title I schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals. When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A, provides substantive family engagement at every level of the program, such as developing and implementing the district and school plan and carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents and family members in their children's education. Consistent with Section 1116, the CCS will work with its Title I schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) and each includes, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA.

### **Jointly Developed**

During the annual State of the District meeting in June of 2024, all parents/stakeholders were invited to participate and provide suggestions and ideas to improve this district parent and family engagement policy for the 2023-2024 school year. The district sent two phone call messages to all parents informing them about this meeting and posted an announcement, in English & Spanish, on district and school websites.

***"Where Legacies are Born"***

PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)

During this meeting, parents were given the opportunity to review and discuss the District's Comprehensive Local Improvement Plan (CLIP). Additionally, each Title I school used its Parent Advisory Council to review the district parent and family engagement policy before the end of the school year. The faculty at each school were given the opportunity to provide input. Upon final revision, the district parent and family engagement policy is incorporated into the CLIP, which is submitted to the GaDOE. Parents are welcome to submit comments and feedback regarding the policy at any time on the school district website or by submitting written comments to their child's school. All feedback received by July was considered with the policy for this school year. The district parent and family engagement policy is posted on district and school websites annually, distributed during the annual Title I school input meetings and paper copies are available at each school.

### **Strengthening Our Schools**

Our plan is to continue supporting the significant improvements to our strategy implemented for the 2023-24 school year. We will continue maintaining the added two new school social workers, which gives the district four school social workers, one assigned to each building in the district. We will continue to support the district-based community outreach specialist position. These positions have been instrumental in helping our school create a welcoming environment for all parents and facilitate various district support programs. These key staff positions, as well as the continuation of our "Wrap Team" at each building, will make sure that there are dedicated meetings and lines of communication among all student support positions. Each building's Wrap Team includes the following members: building admin, School Social Workers, Counselors, Student Support Specialists and Teacher Support Specialists. Our District Level Support Team (DLST), led by the Director of Strategic Planning & School Improvement, will provide assistance and support to all Building Level Coordination Teams (BLCT) in our Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the (DLST) to help them improve and strengthen family engagement.

Additionally, the DLST designee will convene the Family Engagement Leadership Event in the summer for all BLCT's to review parent and family engagement requirements and plan opportunities for family engagement input meetings for the remainder of the school year.

### **Reservation of Funds**

The CCS allocates the required one percent of the total Title 1 budget for Family Engagement as part of the consolidated budget for each Title 1 school. These funds are divided up among all Title I schools. Each Title I school will host an annual School Improvement Forum in March for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the school level. Comment cards and minutes from these meetings will be reviewed to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

***"Where Legacies are Born"***

PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)

## **Opportunities for Meaningful Parent Consultation**

Input and suggestions from parents and family members are an essential component of the district and school improvement plans developed each year. Therefore, all parents of students attending Title 1 schools are invited to attend meeting opportunities described in this section to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals.

## **State of the District Meeting- June 2, 2025**

All parents are welcome to hear the latest updates from the Cartersville City School District as well as review and provide input into the District Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan for the 2025-26 school year. Notices regarding this meeting will be provided through the district's automated phone messaging to all parents in advance of the meeting. The district will also communicate information regarding this meeting on the school district website and the Title 1 School's website.

## **School Improvement Forums- March 2025**

During this week, each Title I school will host a forum for parents and family members to participate in roundtable discussions to review the school-wide plan, the school's parent and family engagement policies, as well as provide input on the family engagement budget and programs. Each Title I school will send invitations (paper & electronic) home to parents notifying them about the date and time of the forum. All communications are translated to accommodate our non-English-speaking stakeholders. Information regarding the School Improvement Forum will also be made available on the district and school websites.

Parent input on the use of Title I funds to support family engagement programs may also be provided through the annual family engagement survey. The survey will contain questions related to the family engagement budget as well as other questions to improve the CCS's overall Family Engagement Program and is available on our district website.

## **Building Capacity**

The CCS will build the schools' and parents' capacity for strong family engagement to ensure effective involvement of parents and family members and to support a partnership among the Title I schools, parents, and the community to improve student academic achievement through the following districtwide activities and programs.

## **Parents**

The CCS will work as a district, and through its Title I schools to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding the Title I program. The District Level Support Team (DLST) & Building Level Coordination Teams BLCT will provide classes for parents to gain knowledge about the challenging state academic standards, local academic assessments, and the required assessments for Georgia students, including alternative forms of assessment. The dates and locations for these classes will be posted on the

***“Where Legacies are Born”***

*PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880*

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)

district website and shared through each Title I school's website. Teachers will also invite parents to these important opportunities.

The CCS will also coordinate pages on the district and school websites that will contain resources and materials, including parent guides, study guides, and practice assessments to help parents work with their children at home. To assist parents with understanding the online student information system and other digital educational resources (including education about the harms of copyright piracy), the CCS instructional technology specialists will partner with the DLST to host workshops for parents. Dates and times for these workshops will be determined and announced by each individual school.

The CCS will coordinate and integrate the district's family engagement programs with the local preschool program and other federal and state-funded preschool programs in the community by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, the Primary School will host Kindergarten Ready days so parents and rising kindergarten students may tour CPS and receive information to help prepare them and their children for Kindergarten. The Elementary School will provide grade level and classroom-specific supplemental instructional activities that parents can use at home with their children. They will also host all rising 4<sup>th</sup> grade students for a tour of CES and will invite parents to a Rising 4<sup>th</sup> grade Family Engagement Transition meeting. The middle school will provide a tour of CMS for rising 6<sup>th</sup>-grade students and a transition parent meeting. There will also be a transition information meeting for 7<sup>th</sup> & 8<sup>th</sup>-grade parents and students.

**School Staff** - The CCS BLST will conduct training during the school year for principals and school staff to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. Training will also be provided for appropriate school staff and faculty that will focus on creating welcoming environments and improving two-way communication with families. To ensure that information related to district, school, parent programs, and activities are available to all parents, each Title I school is required to send home and post online information for parents and family members in an understandable language and uniform format. At the beginning of the year, school staff will be trained on parent notifications and resources to be sent home in parents' native language, where applicable, and provide interpreters at parent events and parent conferences. Additionally, information posted on the district website is translated to a variety of languages using built-in website tools. The district will also utilize phone messaging, district and school websites, and social media.

**Community Involvement** – The DLST designee (Community Outreach Specialist) will collaborate with several community programs to improve student academic achievement.

- **Bartow Literacy Council** – The DLST designee (with other CCS employees) will attend monthly meetings to be part of a community effort to promote Literacy in Bartow County and support the goal of increasing the percentage of Bartow County Children achieving third-grade reading proficiency as measured by the Georgia Milestones test. The DLST designee will work with the Literacy Council to increase access to books for all Bartow children ages 0-5 through the promotion of the Imagination

***“Where Legacies are Born”***

PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)

Library Program. A (DLST) designee will be the interface with all daycares in the city to provide brochures for daycare children to sign up to receive a free book each month through the mail.

- **Bartow County Library** –Another collaboration with a local community organization has been between the Cartersville City Schools and the Children's librarian at the Bartow County Library. A Title 1 Parent Resource Center is located at the Bartow County Public Library. The library is located in the city, easily accessible to many of our targeted needs families. This will provide families with resources year-round, on weekends, and later in the evenings when Title 1 school buildings are typically closed.
- **Bartow Collaborative** - A Family Connection Collaborative since 1997 engages community partners to promote healthy, educated, and self-sufficient children and families. District Social Workers are very involved with this community-based organization. Some of the (DLST) will participate in collaborative projects such as "Supplies for Success" and "Teen Maze."

### **Parent and Family Engagement Evaluation**

Each year, the CCS will evaluate the content and effectiveness of this parent and family engagement policy and the family engagement activities to improve the academic quality of the Title I schools through an annual parent survey and School Improvement Forums.

During the Spring Semester, each Title I school will send home a survey and email a link to the survey for parents to provide feedback regarding the parent and family engagement activities and programs. These surveys will also be posted on the district and school websites for parents to complete. In addition to the annual survey, each Title I school will also use the School Improvement Forum to facilitate group discussions to discuss the needs of children to design strategies for more effective family engagement.

The CCS will use the findings from the school forums and the survey results to design strategies to improve effective family engagement, remove possible barriers to parent participation, and revise its parent and family engagement policy.

### **Accessibility**

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, a DLST designee will communicate and collaborate with the District ESOL Coordinator, Social Workers, and Director of Exceptional Services to ensure full opportunities for participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand.

### **Mark Your Calendars**

#### **Annual Parent Survey & School Improvement Forums**

March 17-19, 2025

#### **State of the District Meeting**

June 5, 2025, 9:00 A.M. @ School Board Office

***"Where Legacies are Born"***

PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)

## **Adoption**

This districtwide parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children at each Title 1 school, as evidenced by the collaboration of parents, school, and district personnel at the annual State of the District meeting as well as other meetings throughout the year.

This policy was adopted by the Cartersville City School District on June 12, 2024, and will be in effect for the 2024-2025 academic year. The school district will distribute this policy in multiple ways to all parents of Title I, Part A children on or before September 3, 2024.

Ashley Chupp  
Parent & Family Engagement Coordinator  
Cartersville City School District  
[achupp@cartersvilleschools.org](mailto:achupp@cartersvilleschools.org)

***“Where Legacies are Born”***

*PO Box 3310, 15 Nelson Street Cartersville, GA 30120 770-382-5880*

[www.cartersvilleschools.org](http://www.cartersvilleschools.org)