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Jefferson City Schools

Parent and Family Engagement Policy

Exposure to Excellence Promotes Excellence

What is Family Engagement?

Family Engagement means the participation of parents and family members in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
(A) Parents play an integral role in assisting their child's learning.
(B) Parents are encouraged to be actively involved in their child's education.
(C) That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
(D) The carrying out of other activities, such as those described in Section 1116 of the ESSA.

About the Parent and Family Engagement Policy

In support of strengthening student academic achievement, the Jefferson City School (JCS) System has developed this Parent and Family Engagement Policy, which establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships. This plan will describe JCS's commitment to engage families in the education of their children and to build the capacity for schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals. This policy is incorporated into the district's plan and submitted to the Georgia Department of Education for Title I schools.

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 for substantive family engagement at every level of the program, including the development and implementation of the district and school plan, as well as the execution of 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 Jefferson City School District will work with all of its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) and each include, as a component, a school-parent compact consistent with Section 1116(d) of ESSA.

School Plan for Shared Student Achievement

What is it?

This plan outlines how the Jefferson City School District provides opportunities to enhance family engagement and support student learning.

How is it revised?

During the yearly Needs Assessment meetings, parents are invited to participate and provide suggestions and ideas to improve this district's parent and family engagement policy for the 2026-2027 school year. JCS posts an announcement on the school district website and sends letters to families. During this meeting, parents review and discuss the Comprehensive Needs Assessment (CNA)/Comprehensive Local Educational Agency (LEA) Improvement Plan (CLIP), and results from the 2025-2026 survey are included in the plans. Parents are jointly involved in the design, implementation, review, and improvement of the Title 1 program and its activities through various means, including surveys, parent-teacher conferences, annual Title 1 meetings, PTO meetings, the school-parent compact, school councils' parent workshops, and other training sessions. Upon final revision, the district's parent and family engagement policy was incorporated into the CNA/CLIP, which was submitted to the state for review. Parents are welcome to submit comments and feedback regarding the policy at any time on the school district website or by writing to your child's school. All feedback received by July is considered within the policy for the current school year.

Who is it?

Each school with a Title I School-Wide Program invites all parents of students to review the district's parent and family engagement policy before the end of the school year. Parents can view and provide feedback on the policy throughout the year.

Parent and Family Engagement

Jefferson City School District believes that family engagement means the participation of parents and family members in regular two-way and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents play a vital role in supporting their child's learning.
- Parents are encouraged to be actively involved in their child's education at school.
- Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

Reservation of Funds

Jefferson City Schools does not receive a Title I allocation that exceeds $500,000; therefore, the system is not required to set aside funds for parental involvement activities as described in Section 1116 of the ESSA. JCS will plan and implement programs, activities, and procedures to engage parents in their children's education. The district will provide clear guidance and communication to assist each school with a Title I School Wide Program in developing an adequate family engagement program that addresses their needs assessment and parent recommendations. Each school with a Title I School-Wide Program will host an annual School Improvement Forum for parents to provide suggestions on family engagement opportunities at the district and school levels for the upcoming year. The district will review comment cards, surveys, and/or meeting minutes to identify areas of need for the upcoming school year and consider changes to the family engagement policy.

Opportunities for Meaningful Parent Consultation

Input and suggestions from parents and family members are essential components of the district and school improvement plans developed each year. All parents of students in schools with a School-Wide Program that receives Title I assistance services are invited to attend two meeting opportunities described in this section to share their ideas and suggestions on how to help the district, schools, and students reach our student academic achievement goals.

Annual Report/State of the District Meeting ~ Spring/Summer 2026 (TBD)

Parents are welcome to hear the latest updates from the Jefferson City School District, review the district's Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan for the 2026-2027 school year, and provide input. Notices regarding this meeting and/or the release of information will be sent to parents in advance of the meeting and/or by email. The district will also communicate information regarding this data release on the school district website.

School Improvement Forums ~ (August /September 2026)

August/September 2026 - School Improvement Forum - Each school with a School-Wide Program will host a forum for parents and family members to participate in discussions to review the schoolwide plan and the school's parent and family engagement policies, and to provide information on the family engagement programs (at local school sites). Each Title I school will send invitations home, and the date will be posted on the school marquee, notifying parents of the forum date and time. Information regarding the School Improvement Forum will also be made available on the school websites.

Spring/Summer 2027 – District Annual Report & Needs Assessment

All parents are welcome to review the latest updates from the Jefferson City School System and provide input on the district's Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan for the 2026-2027 school year. Notices regarding this meeting and related documents will be emailed to all parents in advance. The district will also communicate information about this meeting on its website. (e.g., Comprehensive Needs Assessment, School Wide Programs, Parent and Family Engagement)

Surveys

Parent input on the use of Title I and other federal funds to support family engagement programs may also be provided through the annual district surveys in the spring. The survey will include questions on family engagement, as well as a section for parents to provide comments.

Additional Information

- School-Parent Compacts - As part of this plan, Jefferson City Schools' Title 1 School-Wide Programs and our families will develop a school-parent compact. This agreement outlines how parents and teachers will collaborate to ensure all students reach grade-level standards. The compacts will be reviewed and updated annually based on feedback from parents, students, and teachers during the school-level forum.
- To increase opportunities for parent involvement, Jefferson City Schools' Title 1 School-Wide Programs will plan additional activities throughout the school year. Additional activities may include, but are not limited to, conferences, workshops, training sessions, and other meetings.

Building Capacity

The JCS district is dedicated to building strong partnerships among Title I schools, parents, and the community to support student academic achievement. To ensure meaningful family involvement, JCS will implement the following district-wide activities and programs:

Parent Support and Resources

- JCS and its Title I schools will provide parents with information to better understand academic standards, local and state assessments, and the Title I program. This includes seminars on Georgia's academic expectations and alternative assessments.
- Seminar dates and details will be posted on the district website and shared in Title I school newsletters.
- Dedicated pages on district and school websites will provide parents with guides, learning tools, and resources to support learning at home. Printed copies, including Spanish translations, will be available for families with limited internet access.
- Technology specialists will partner with schools to host workshops helping parents navigate online student systems and digital tools, including education on digital responsibility and copyright awareness.

Kindergarten Transition and Annual Title I Meetings

- In spring, elementary schools will host Kindergarten Registration events where families can tour the schools and receive information to prepare for their child's entry into kindergarten.
- Each Title I school will host an annual meeting to review the Title I program, gather feedback, and engage parents in planning and improving family engagement strategies.

Staff Training and Collaboration

- The district Title I coordinator will train principals and school coordinators on family engagement, communication strategies, and compliance with federal guidelines.
- These trainings will be redelivered to school staff, with updates shared during monthly administrative meetings.
- School coordinators may attend state and regional Title I training for professional development.
- Principals will form school-based committees (e.g., curriculum, school culture, leadership) to support program improvement, with each committee led by a designated chairperson.

Effective Communication

- Title I schools are required to provide all communication in a clear, uniform format and, where needed, in the parents' native language.
- At the start of the school year, staff will receive training on how to deliver family notifications and offer interpretation services during events.
- Information will be shared through school websites, newsletters, phone calls, social media, parent portals, and local media to keep families well-informed.

School and District Staff (Data Collection)

June/July

- Instructional services staff meet with school-level administrators to review CNA/DIP, student achievement, Professional Qualifications, and teacher equity data and develop a preliminary list of prioritized needs.
- Instructional services staff meet with Title I parents to review the needs assessment, student achievement, PQ, and teacher equity data, as well as a preliminary list of prioritized needs. Revisions are made based on feedback from parents.

July/August

- School-level leaders meet with teachers and other staff members to review the Comprehensive Needs Assessment, SIP, District Improvement Plan, needs assessment data, student achievement data, and a preliminary list of prioritized needs. Information is used to update action plans.

September/October

- School-level leaders meet with school councils to review needs assessment data, student achievement data, and a preliminary list of prioritized needs aligned to action plans.

October through December

- Action plans are finalized and implemented through grade-level department meetings.

November/December

- School-level leaders share School Improvement Plans and Action Plans with a broad base of stakeholders through PTO meetings, PIE meetings, school council meetings, and other opportunities afforded throughout community relations.

November through May

- School-level leaders, teacher leaders, and instructional services staff members monitor the implementation of action plans. Implementation effectiveness is assessed through ongoing qualitative data collection, survey data, and formative student assessments.

May/June

- Instructional services staff and school-level leaders begin the data collection process and preparation for the upcoming annual data review session.
- Instructional services staff meet with school-level administrators to review CNA/DIP, student achievement, Professional Qualifications, and teacher equity data, developing a preliminary list of prioritized needs.

Parent and Family Engagement Evaluation

Each year, JCS will evaluate the content and effectiveness of its parent and family engagement policy and activities to improve the academic quality of the Title I Schoolwide Program. This evaluation will include an annual parent survey and School Improvement Forums. In the spring, each Title I school will distribute the survey via email and/or send a printed version home, with additional access provided through district and school websites. Alongside the survey, schools will host School Improvement Forums to gather parent feedback through group discussions focused on the needs of families with children receiving Title I services. JCS will use input from both the surveys and forums to strengthen family engagement strategies, remove barriers to participation, and revise its engagement policies as needed

Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of ESSA, the district family engagement coordinator will communicate and collaborate with the Office for Student Support Services to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a language parents can understand.

For Parents

Annual Parent Survey- April/May 2027

School Improvement Forums (Yearly)- Parent Workshops, Open House, Lunch and Learn Sessions, Curriculum Nights, October- Annual Title 1 Parent Meeting by October 2026
May/June - Annual CLIP Review Meeting
Grade-Level Orientations Fall Conferences
MTSS Meetings, Fall and Spring Book Fairs, PTO Family Opportunities- Fall Festival, Dragon Dash, Spring Dance, Field Day, Musicals, Family Art Nights, Awards Nights

For Schools

Welcoming Schools Training- July 2026
Principal and Instructional Services Meetings- 3rd Tuesday of every month

Adoption

The district-wide parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs, as evidenced by the collaboration of parents, school, and district personnel at the annual State of the District meeting.
The Jefferson City School System adopted this policy on June 2, 2026, and it will be in effect for the 2026-2027 academic year. The school district will distribute this policy to all parents of participating Title I, Part A School-Wide Programs on or before September 1, 2026, in multiple ways.

Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this policy that you feel is not satisfactory with the students' and schools' goals for academic achievement, please provide us with your comments in the space provided and leave this form in the Main Office:

Name: (optional) _____

Telephone Number: (Optional) _____

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