



CENTRAL JERSEY COLLEGE PREP CHARTER SCHOOL  
101 Mettlers Rd, Somerset, NJ 08873 Tel: (732) 302-9991 Fax : (732) 960-6243

## **CJCPCS Title I Parent Involvement Policy 2019 - 2020**

### **PART I. DISTRICT EXPECTATIONS:**

Central Jersey College Prep Charter School agrees to implement the following statutory requirements:

- The school will be governed by the following statutory definition of parental involvement: *Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*
  - (A) *that parents play an integral role in assisting their child's learning;*
  - (B) *that parents are encouraged to be actively involved in their child's education at school;*
  - (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 1118 of the ESEA.*
- The school will put into operation programs, activities and procedures for the involvement of parents with Title I, Part A programs. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The school will incorporate this parental involvement policy into its LEA plan and it will include a School-Parent Compact jointly developed with parents.
- **Accessibility:** In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- The school will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.
- If the LEA plan for Title I, Part A is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.



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## **PART II. DESCRIPTION OF HOW SCHOOL WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Central Jersey College Prep Charter School will take the following actions to involve parents in the process of school review and improvement and in the joint development of its parental involvement plan:
  - The school will convene an annual Title I Parent Meeting at a convenient time to which all parents of participating children shall be invited and encouraged to attend to inform parents of their school's participation under this part and to explain the requirements of this part and the rights of parents to be involved. The meeting will take place at the school on an evening in November. Flexibility will be provided through phone calls and online resources about the school's Title I program to any parents not able to attend the meeting.
  - Parent representation will be present on the ESSA Policy and Program Advisory Committee.
  - Open lines of communication will be consistently maintained by the school and any ideas for school improvement can be forwarded at any time from parents.
  - The Parent-Teacher-Student Organization (PTSO) can be used as a vehicle to advance ideas for school improvement and the school will respond to any suggestions as soon as practically possible.
  - A survey of parental satisfaction of school operations as a whole will be conducted near the end of the school year.
  
2. Central Jersey College Prep Charter School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities and results will be used to design strategies for more effective parental involvement:
  - A survey of parental satisfaction with Title I specific programs will be conducted by the Title Coordinator near the completion of said programs.
  
3. Central Jersey College Prep Charter School will build the capacity for strong parental involvement by providing assistance to parents in understanding topics such as the following:
  - New Jersey's academic content standards
  - New Jersey's student academic achievement standards
  - New Jersey's and school academic assessments including alternate assessments
  - Requirements of Title I Part A
  - How to monitor their child's progress
  - How to work with educators



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Assistance will be provided the following ways:

- through meetings held at the school, parent workshops on various subjects
  - through online Newsletters
  - through written information either mailed home or sent home with students
  - through special sections of the school's websites
  - use of Facebook and Twitter social media and
  - by referring parents to appropriate state agencies and websites
4. The school will provide materials and training to help parents work with their children to improve their children's academic achievement to foster parental involvement, by:
    - providing pupil specific, usually online, at-home study enhancement packages
  5. The school will educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
    - appropriate professional development activities
  6. The school district will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
    - at parents' requests written notices will be provided in Spanish

### **PART III. DISCRETIONARY PARENTAL INVOLVEMENT POLICY COMPONENTS**

Other types of involvement may include the following:

- in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- training parents to enhance the involvement of other parents;
- adopting and implementing model approaches to improving parental involvement; and
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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#### **PART IV. ADOPTION**

This Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by representation on the ESSA Policy and Program Advisory Committee and parental survey. This policy will be in effect for the 2019 – 2020 school year. The school will distribute this policy to all parents of participating Title I, Part A students and make it available on the website.

Namik Sercan  
Chief Education Officer