

Newton County Schools Title I Parent and Student Information Packet School Year 2019‐2020

Dear Parent(s)/Guardian(s) and Students,

We welcome you to the School‐wide Title I Program at Eastside High. We are excited about providing the best educational experience for your child and we look forward to an exciting school year. Enclosed you will find several items of information concerning the Title I program:

1. Title I Brochure
2. Newton County School System Parent and Family Engagement Policy
3. School Parent and Family Engagement Policy
4. School‐Parent Compact
5. Title I Parent Information Letter/School’s Designation (if any)
6. Parent’s Right to Know Letter
7. Complaint Procedures
8. Fraud, Waste, Abuse, and Corruption Policy
9. Occupational Survey
10. Homeless Brochure

Please sign and immediately return the following forms to your child’s school.

1. **Letter of Notification ‐ (Gold Form)**
2. **School‐Parent Compact‐(Gold Form)**
3. **Occupational Survey (Gold Form)**

If you have questions about the Title I program, please contact the principal, Jeff Cher at 770-784-2920 or email at [cher.jeff@newton.k12.ga.us](mailto:cher.jeff@newton.k12.ga.us)

Thank you for your support of Title I program at Eastside High. Sincerely,

*Jeff Cher*

Principal

###### \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**Please sign and return**

Student’s name Date

Parent’s Signature Date

Revised July 1, 2019



**School-Parent Compact *Eastside High School*** ***School Year 2019 – 2020***

***Revised July 30, 2019***

###### Dear Parent/Guardian,

Eastside High School, students participating in the Title I, Part A program, and their families, agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement as well as describes how the school and parents will build and develop a partnership that will help children achieve the challenging State academic standards. Please review the attached School-Parent Compact.

Please sign and date below to acknowledge that you have read, received, and agree to this School-Parent Compact. Once signed, please return the form to your child’s teacher and keep the School-Parent Compact as a reminder of your commitment. The School-Parent Compact will be discussed with you throughout the year at different school-family events as we work

together to help your child succeed in school. We look forward to our school-parent partner- ship!

Sincerely,

*Jeff Cher*

###### Principal

Teachers Signature: Date:

Parent/Guardian Signature: Date:

Student Signature: Date:

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***Richard Woods, Georgia's School Superintendent***

*"Educating Georgia's Future"*

Sc hoo l Dist r ict: \_ Date:- - - - - - - - -

Parent Occupational Survey

**Please complete this form to determine if your child(ren) qualify to receive supplemental services under Title** I, **Part C**

Name of Student(s) Name of School Grade

1. Has anyone in your house hold moved in order to work in another city, coun ty, or state, in the last three (3) years? D Yes D **No**
2. Has anyone in your house hold been involved in one of the following occupations, eit her full or part-time or temporarily during the last three (3) years? D Yes D No

If **you answer "yes", check all that applies :**

D 1) Plantin g/pick ing vegetables (such as tomatoes, squash, onions) or fruit s (such as grapes, strawben ie s , blueb en ies) D 2) Planting, growing , cutting, processing trees (pulpwood), or raking pine straw

D 3) Processing /packing agricultural products D 4) Dairy/Poultry/Livestock

D 5) Meatpacking/Meat processing /Seafood D 6) Fishin g or fish farms

D 7) Other (Please specify occup ation): \_ \_

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Names of Parent(s) or Legal Guard ian(s)

Current Address: - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

**City: State: Zip Code: Phone:**

Thank You!

Ple ase return this form to the sch ool

Please maintain orig inal copy in your files.

MEP funded school/distric t: Please give this form to the mig rant l iaison or migrant contact for your sc ho ol/distric t.

Non-MEP funded (consortium) school/districts: When at least one " yes" and one or more of the boxes from I to 7 is/are checked , districts should fax occupational

s urveys to the Regional Migrant Educat ion Program Office serving your district. For additi onal ques tions rega rding this form, please call the MEP office serving your dis trict:

GaDOE Region 1 MEP, P.O. Box 780, 201 West Lee Street, Brooklet, GA 30415 Toll Fr ee (800) 621-521 7 Fax (912) 842-5440

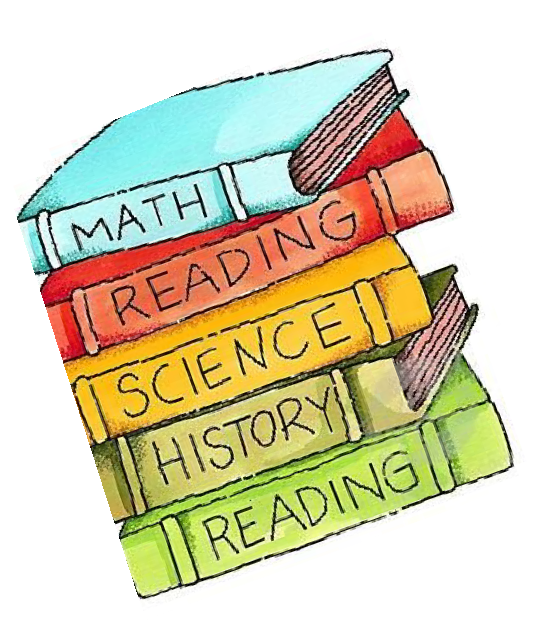
GaDOE Region 2 MEP, 221 N. Robinson Street, Lenox, GA 31637 Toll Free (866) 505-31 82 Fax (229) 546-3251

Regional Office use only: 0

1858 Twin Towers East • 205 Jesse Hill Jr. Drive • Atlanta, Georgia 30334 • [www.gadoe.org](http://www.gadoe.org/)

An Equal Opportunity Employer

PARENT



# Resource Room

### WHAT IS IT?

A Parent Resource Room or section is located at each Title I School. It is a place developed for the purpose of making the school more accessible to families by providing you with educational tools and resources to encourage learning beyond the school day.

**WHAT’S AVAILABLE IN THE PARENT RESOURCE ROOM?**

* + Parent Engagement Brochures
  + Subject Area Materials
  + Leveled Reading Books
  + Math Manipulatives
  + ….And Much More

**WHEN IS THE RESOURCE ROOM AVAILABLE AT MY CHILD’S SCHOOL?**

|  |
| --- |
| **A PARENT’S GUIDE TO TITLE I** |
| **Welcome to our school!**  We are one of Newton County Schools providing instruction to students through a Title I Schoolwide Program. The information that follows is intended to assist parents and the community in understanding what it means for our school to have a Title I Schoolwide Program. |
| **What is a Title I?**  Title I is a part of the Federal Elementary and Secondary Education Act (ESEA). The Act provides financial assistance to state and local education agencies to meet the educational needs of children who may be at risk of failing the state’s performance standards. |
| **What is a Title I Schoolwide Program?**  A School-Wide Program uses Title I funds to develop and maintain quality educational services in the core academic areas in order to raise academic achievement for all students at the school. |
| **What are the benefits of a Schoolwide Program?**  The benefits that our school receives by having a Title I School-Wide Program include:   * Flexibility in having personnel provide instruction to students. * ALL students can have their academic needs met. * ALL staff can participate in professional development.   All of our energies and resources are directed toward helping every student in our school meet and exceed state performance standards. |
| **Parent and Family Engagement at Our School**  Our staff understands the importance of involving parents as partners in the education of their children. As a Title I school, we encourage parent support of student instruction through learn-at-home activities and school level volunteer opportunities. Additional focal points for parent involvement include development of parenting skills, communication styles and community collaboration. The following are ways we invite and encourage parents to be involved at your child’s school:   * Increasing Parent Awareness by providing each parent a copy of the district and school parent and family engagement policies. * Encouraging each parent to sign and fulfill the harmony of the School-Parent Compact. * Providing a voice for parent by participating in Parent Surveys and input meetings. * Building school and community support by hosting parent meetings and workshops. * Providing parents with Rights to Know information concerning Teacher Certification status. |





Please visit our website to gain more information about Newton County School System’s Title I Program.

* Parent and Family Engagement
* Title I Department Personnel
* Title I, Part A-Schoolwide Programs
* Title I, Part A-Targeted Assistance Programs
* Title I, Part A-Reward Schools
* Title I, Part C-Migrant Education
* Title III-EL/Immigrant Education
* Title IX, Part A-Homeless Education Program
* Title I Resources
* Fraud Procedures
* Complaints and Procedures

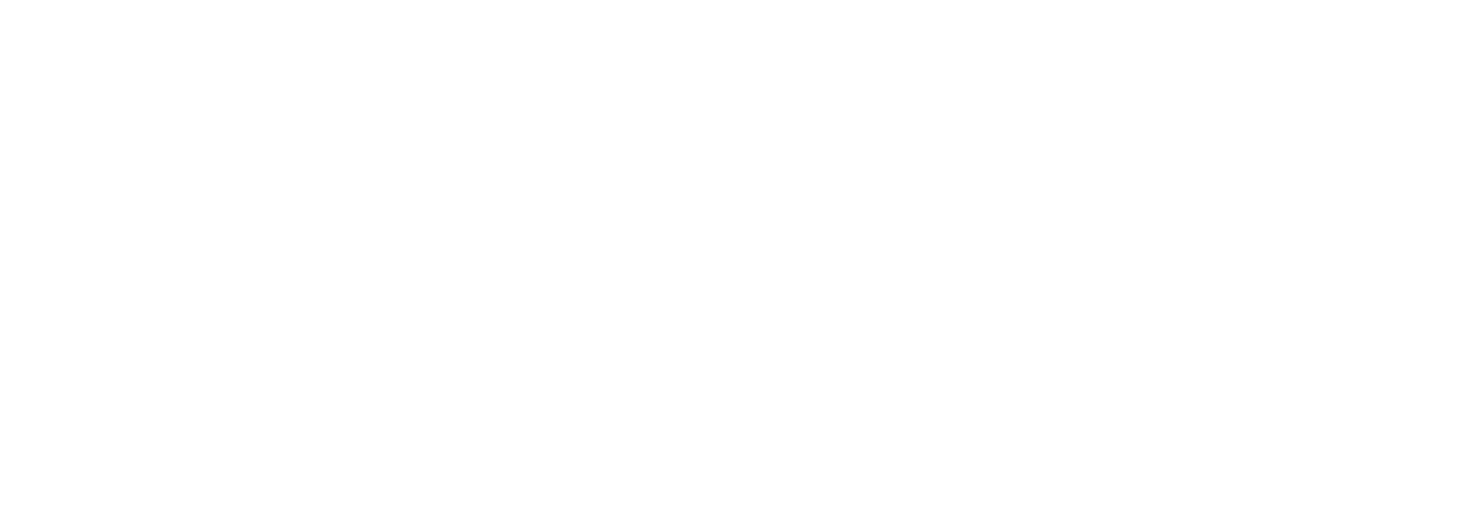


#### Recommended websites for parents and students:

##### [www.newtoncountyschools.org](http://www.newtoncountyschools.org/) - Locate information about departments, programs and schools within the county. Learn more about the State Title I Program.

* + - https://campus.newton.k12.ga.us/campus/portal/newton.jsp- Provides parents access to accurate, current and confidential information about students’ school attendance, grades, class assignments, and more on the Infinite Campus portal. Login

information is provided by each school of attendance.



For more information, contact the following:

**Dr. Shelia Thomas** – Chief Strategy and Community Outreach [thomas.shelia@newton.k12.ga.us](mailto:thomas.shelia@newton.k12.ga.us)

770-787-1330 ext. 1250

**Dr. Cara Richardson** – Parent Involvement and Compliance Coordinator [richardson.cara@newton.k12.ga.us](mailto:richardson.cara@newton.k12.ga.us)

770-787-1330 ext. 1228

2109 Newton Drive

Covington, GA 30014

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

**2019–2020**

Revised July 31, 2019 2109 Newton Drive, N.E. Covington, GA 20015

newtoncountyschools.org

**Newton County School System**

**Parent and Family Engagement Policy**

###### 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:

1. That parents play an integral role in assisting their child’s learning.
2. That parents are encouraged to be actively involved in their child’s education.
3. 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.
4. 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 Newton County School System (NCSS) 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 NCSS’s commitment to engage families in the education of their children and to 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 for substantive family engagement at every level of the program, such as in the development and implementation of the district and school plan, and in 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 NCSS 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 include, as a component, a school- parent compact consistent with Section 1116(d) of the ESSA.

**Jointly Developed**

During each Title I School’s Annual Revision and Development meeting, all parents are invited to participate and provide suggestions and ideas to improve the LEA’s Parent and Family Engagement Policy for the 2019-2020 school year. The school sent a letter to all parents informing them about the meeting and posted an announcement on their school’s website. During the meeting, parents also reviewed and discussed, the development of the School Parent and Family Engagement Policy in addition to the CLIP, the School-Parent Compact, the 1% Parent Allocation, Building Staff Capacity, and the Title I Schoolwide Plan.

Upon final revision, the district parental involvement policy was incorporated into the CLIP, which was submitted to the state. Parents are welcome to submit comments and feedback regarding the policy at any time on the district’s website or by submitting written comments to their child’s school. All feedback received was considered when revising policy for this school year.

The district’s parental involvement policy was posted on the district websites, distributed as part of the Title I Parent Involvement Handbooks at the beginning of the school year and made available in the school’s resource centers.

## Strengthening Our School

This year, the district Parent Involvement Coordinator (PIC) will provide assistance and support to all 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 district and the PIC to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the district and the PIC will hold meetings and trainings with its Title I Parent Contacts to provide technical assistance and review family engagement plans and activities.

The meetings and trainings include:

* Title I Parent Contact Orientation
* Title I Parent Contact Building Capacity Meeting
* Title I Parent Contacts Year-End Meeting

## Reservation of Funds

The NCSS will reserve 1 percent from the total amount of Title I funds it receives in FY20 to carry out the parent and family engagement requirements listed in this policy and as described in Section 1116 of the ESSA. Furthermore, the district will distribute 90 percent of the amount reserved to Title I schools to support their local-level family engagement programs and activities. The district will provide clear guidance and communication to assist each Title I school in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations.

Each Title I school will host an annual Revision and Development Meeting for parents to provide suggestions on how these family engagement funds

will be used in the upcoming year at the district and school level. Comments and minutes

from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and consider

changes to the family engagement budget.

## Opportunities for Meaningful



**Parent Consultation**

Input and suggestions from parents and family members and the community are an essential component of the district and school improvement plans that are developed each year. All parents of students attending a Title I school are invited to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals.

**Parent and Student Title I Handbooks**

All Title I Parents receive a copy of the LEAs Parent and Family Engagement Policy at the beginning of each school year as part of the Parent and Student Title I Handbook. Parents are invited to complete the input form attached to the policy to provide input and return it to their child’s school. The Title I Parent Contact at each school collects the input forms and will submit them to the District’s PIC.

**District Website**

The LEA Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan (CLIP) will be posted on the district’s website so that parents and the community can provide input on the family engagement budget and family engagement programs throughout the year. The PIC will send a district school messenger to encourage parents and the community to provide input.

**School-Level Revision and Development Meetings** All parents and the community are welcome to review and provide input into the district parent and family engagement policy and the CLIP for the 2019-20 school year. Notices regarding this meeting will be sent home to all parents in advance of the meeting.

Parent input on the use of Title I funds to support family engagement programs may also be provided through the annual district survey. The survey will contain questions related to the family engagement budget as well as a section for parents to provide their comments.

## Picture of Title I Building capacity page Building Capacity

The NCSS will build the schools’ and parents’ capacity for strong family engagement, in order 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 by building the capacity for effective family-school partnerships through meaningful parent meetings that are:

* + Linked to Learning,
  + Relational,
  + Developmental,
  + Collaborative, and
  + Interactive

**NCSS** 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 NCSS will provide classes for parents to gain knowledge about the challenging state academic standards, local academic assessments, as well as the required assessments for Georgia students including alternative forms of assessment.

**NCSS** will provide materials and trainings in English and Spanish, including Parents Make a Difference, Parents Still Make a Difference, and, Elementary, Middle and High School Monthly Activity Calendars and Parent Pointers. Each Title I school will provide information to assist parents with understanding the online student information system and other digital educational resources (including education about the harms of copyright piracy) during the Annual Title I Parent Orientation. Dates and times for the orientations will be determined and announced by each individual school.

**NCSS’s** District PIC will provide tools, resources, and materials to assist each Title I school to provide meaningful trainings to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff. The trainings will assist schools to reflect on current practices to recognize strengths and opportunities for improvements and implement a parent and family engagement program that cultivates effective family-school partnerships.

**NCSS** will coordinate and integrate the district’s family engagement programs with the local preschool program and other federal funded preschool programs in the district by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, the elementary schools will host Kindergarten Round-Up days so parents may tour the schools and receive information to help prepare them and their children for kindergarten. The district will also coordinate with these programs to ensure that parents are informed about available resources. In addition, Newton County School System works with multiple agencies to ensure efforts are coordinated on behalf of meeting the needs of migrant, homeless, immigrant, ELL, neglected and delinquent, at risk, early childhood students and military related families.

**NCSS’s** District PIC will conduct a **Title I Contacts Building Parent Capacity Meeting** for Title I Parent Contacts to learn and discuss strategies to increase family engagement, improve school- family communication, and build ties with parents and the community. These trainings and/or best practices will be redelivered to the faculty and staff of Title I schools.

**NCSS** ensures that information related to district, school, parent meetings, and activities is 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. Title I Parent Contacts will be trained to assist their schools on parent notifications and resources to be sent home in parents’ native language, where applicable, and providing interpreters at parent meetings. Information posted on the district website will be translated to the extent practicable. The district will also utilize school phone call systems, district and school websites, local news media, and other school message systems to post information for parents.

## Parent and Family Engagement Evaluation

survey made available on the district and school’s

Each year, the NCSS will conduct an evaluation of the content effectiveness of this parent and family engagement policy and the parent engagement activities to improve the academic quality of the Title I schools through an annual parent survey and Annual Parent Revision and Development Stakeholders Input Meeting.

Beginning each April, each Title I school will send home a survey flyer to inform parents of the district’s online Parent Involvement Survey that starts in the spring. All parents are invited to participate in the

websites.

In addition to the online survey, a hard copy of the survey is provided to parents who have limited or no technology to access the survey. Copies of the survey are provided in Spanish. Copies of the survey will be made available in other languages upon parent request.

NCSS will use the information from the school-level stakeholders meetings and the survey results to design strategies to improve effective family engagement, to remove possible barriers to parent participation, and to revise its parent and family engagement policies.

## Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district parent involvement 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.



## Adoption

This districtwide 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 school-level revision and development meetings.

This policy was adopted by the Newton County School System on July 31, 2019 and will be in effect for the 2019- 2020 academic school year. The school district will distribute this policy in multiple ways to all parents of participating Title I, Part A children on or before September 30, 2019.

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| **Parent Comments**  Newton County School System encourages parent input and comments at any time regarding the parent and family engagement policy. All parent feedback will be used to revise the current policy for the next school year. The policy is posted on the district’s website and paper copies are available at the Board Office. We administer an annual survey for all parents to provide feedback and make any suggestions that parents find important. Parents may also offer feedback at their child’s school revision meeting held in the spring.  If you have any suggestions or if there is any part of this plan that you feel is not satisfactory, please provide us with your comments in the space provided and leave this form in the main office of your child’s school:  Name (optional) Phone (optional)  Comments: |
| ***“Nothing you do for children is ever wasted.”***  ***–Garrison Keillor***  http://www.sfcapc.org/assets/images/children_school.png  ***“At the end on the day, the most overwhelming key to a child’s success is the positive involvement of parents.”***  ***-Jane D. Hull***  http://cdno.gettingsmart.com/wp-content/uploads/2013/03/Parents-helping-kids-Featured.jpg |
| If you have any questions or concerns please contact:  Office of Federal Programs Parent Involvement Coordinator (770)787-1330 ext. 1228 |



**2019-2020**

**Eastside High School**

**Parent and Family Engagement Policy**

*Eastside High School* *Jeff Cher, Principal* *10245 Eagle Drive*

*Covington, GA 30014*

*(770)784-2920*

*<http://www.newtoncountyschools.org/eastside/>*

**Revised 07/30/2019**

**Title I Information**

Eastside High School is identified as a Title I school as part of the Elementary and Secondary Education Act of 1965 (ESEA). Title I is de- signed to support State and local school reform efforts tied to challenging State academic standards in order to reinforce and enhance ef- forts to improve teaching and learning for stu- dents. As a Title I school, Eastside commits to improving achievement for all students

(specifically in areas of English Language Arts and Mathematics) and to include strategies to support parental involvement. Eastside High School, in collaboration with parents, has de- veloped a written parental involvement plan.

### School Plan for Shared Student Achievement

###### **What is it?** This policy descr ibes how Eastside High School seeks to improve parental engagement to support and improve student success. The cooperative implementation of the strategies outlined in this policy will provide increased support for the students of Eastside for the 2019-2020 school year. This policy intends to support and increase student achievement, enhance our mission to provide educational excellence for all students, and prepares students for life-long success.

**How is it developed?** Eastside High School welcomes input, suggestions, and comments at any time re- garding the policy. The last spring, all parents were invited to our Title I Annual Parent Input Revision and Development Meeting to participate and provide input on this parental involvement policy, our School-parent Compact, the parent involvement budget, our Title I Schoolwide Plan, the district’s Parental and Family En- gagement Policy and the Comprehensive LEA Improvement Plan. The policy is posted on the school’s web- site for parents to view and post feedback throughout the year. An annual survey—accessible via online or mail—is distributed to ask parents for their suggestions on the policy and the use of funds for parental in- volvement. Also, parents can provide feedback during any of our planned Title I Parent Involvement meet- ings (see calendar). These meetings will showcase strategies parents can use to support their students academ- ically. All parent feedback will be used as an essential element for next year’s revision.

**Who is it for?** All students participating in the Title I, Part A program, and their families, are encour- aged and invited to take part in all planned parent involvement meetings outlined in this policy. Eastside High School will provide special accommodations for parents with limited English proficiency, disabilities, and parents of migratory children.

**Where is it available?** At the beginning of the year, the plan is included in the Title I Parental Involve- ment Packet. The policy is also posted on the school website and parents can receive a copy of the policy or the plan in the Parent Resource Center, which is located in the front office. All information is available, upon request, in various languages that students/parents speak.

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| **Newton County School System**  **2019-2020 District Goals**  The mission of Newton County Schools is to provide educa- tional excellence to all students. To accomplish this mission, one goal has been set: increase student achievement.  **Eastside High School Goals**  2019-2020  Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Eng- lish/Language Arts portion of the Georgia Milestones End of  Course Assessments.  Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Math  portion of the Georgia Milestones End of Course | **School-Parent Compacts**  As part of this policy, all Eastside High School students will receive a collaboratively developed School-Home Compact. This written document serves as an agree- ment between all developers—parents, students, and  EHS staff—that there will be an effective, collaborative relationship among the school and the community as a means to help signify success for each adolescent  learner. The compacts will be reviewed and updated  annually based on feedback from parents, students, and teachers during the Parent Feedback Meeting. The home-school compacts are kept with the Title I Coordi- nator if parents need an additional copy. |
| **Parent and Family Engagement and Activities 2019-2020**  Eastside High School will provide timely information about Title I Programs through use of our school website, school Twit- ter, school Facebook Page, and flyers and school calendars sent home. All communication will be published in English and Spanish. Should a parent require an alternative meeting date, the Title I Contact will arrange a one-on-one meeting time as needed.  **Title I Annual Parent Orientation** — August 29, 2019 @ 5:30 PM  Parents are invited to receive information about our Title I program including the Title I Parent Involvement Packet: parent involvement policy, the school wide plan, the home-school compacts and the parents’ requirements and rights to be involved.  **Parent conferences on early release days –** September 13, 2019**-**Parents can schedule individual conferences with teachers to monitor student progress and discuss state standard requirements.  **College & Career Night —** November 7, 2019 @ 5:30 PM  Parents and students are invited to attend workshops that will prepare all students with the essential skills to transition into a college and/or a career after high school.  **Preparing for the End of Course Assessments —** February 6, 2020 @ 5:30 PM  The school will explain the purpose and structure of the Georgia Milestones End of Course Assessments. We will also assist parents and students with keyboarding practice in preparation for the online assessments. Additional online study resources will be demonstrated as well.  **Parent conferences on early release days –** February 7, 2020**-**Parents can schedule individual conferences with teachers to monitor student progress and discuss state standard requirements.  **Revision and Development Meeting** — March 12, 2020 @ 5:30 PM  Parents are invited to give input regarding the schoolwide plan, parent and family engagement policy ( district and school), the school-parent compact, parental involvement budget, building staff capacity and the CLIP. | |

**Parent and Family Engagement**

**Buil****ding** **Capacity**

Eastside High School believes that parent involvement re- lies upon the participation of parents in regular, meaning- ful, two-way communication about student academic

learning and other school activities. Eastside High School will provide special accommodations for parents with lim- ited English proficiency, disabilities, and parents of migra- tory children. Translations of all materials, including dis-

trict reports, letters, information, and materials are availa- ble upon request.

**Parent Resource Section**

The Parent Resource Section, located in the Ti- tle I Instructional Coach’s office, is available daily from 7:40am– 3:40pm. Here, parents have the opportunity to check out resources that will help them provide additional support for their students. Academic Resources include Math Coach Books, with extra practice problems and answer keys provided. In addition, Parenting Books to help support students’ organization and vocabulary acquisition are available for check-out, too.

Eastside High School seeks to involve and reach-out to parents about their students’ success, as well as encourage parents to be an active stakeholder in the Eastside High School Community. By conducting Title I Parent Meetings and participat- ing regular communication about student progress, we seek to build the capacity for strong parental involvement to support higher achievement, better attendance, higher grades and test scores, higher graduation rates, and positive attitudes and behaviors for students by:

Providing progress reports, access to Infinite Campus via our school’s website and information to parents and families during , parent and teacher conferences and during Parent and Family Engagement Meetings that are linked to learning about the state academic standards, state academic achievement standards, local and state academic assessments, Title I requirements and how to monitor their child’s progress and work with educators.

Providing tools for monitoring progress in English and Spanish via flyers, school social media sites and our school web- site throughout the year;

Hosting Title I Parent Meetings that provide specific resources and strategies for improving student performance in all core academic content areas. Additional resources will be disseminated via school website to bridge the gap between home and school

Providing teachers with strategies and best practices through Professional Learning Communities to help build effective family-school partnerships via parent meetings. Joint trainings with parents and teachers will take place to discuss strate- gies to build partnerships.

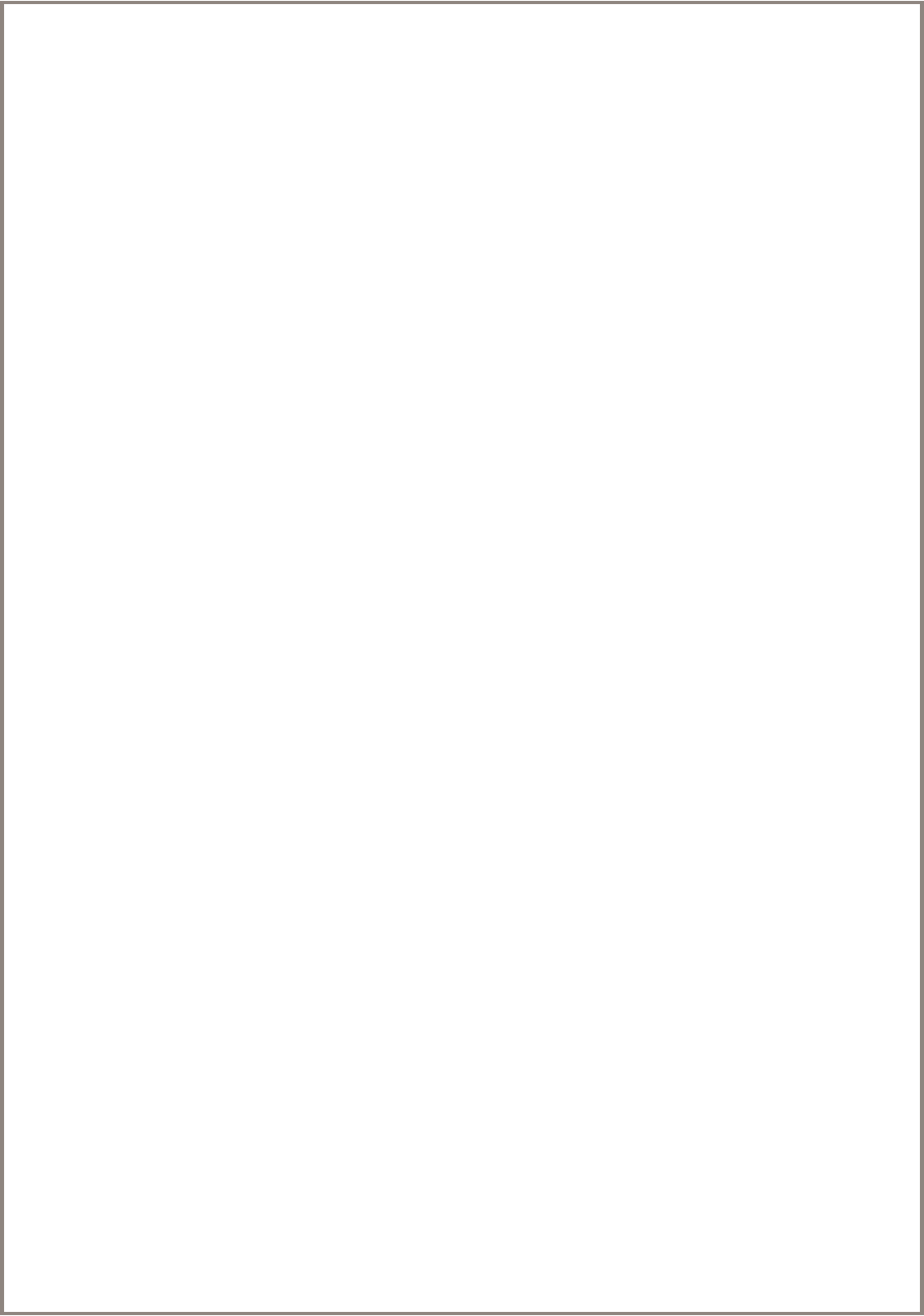
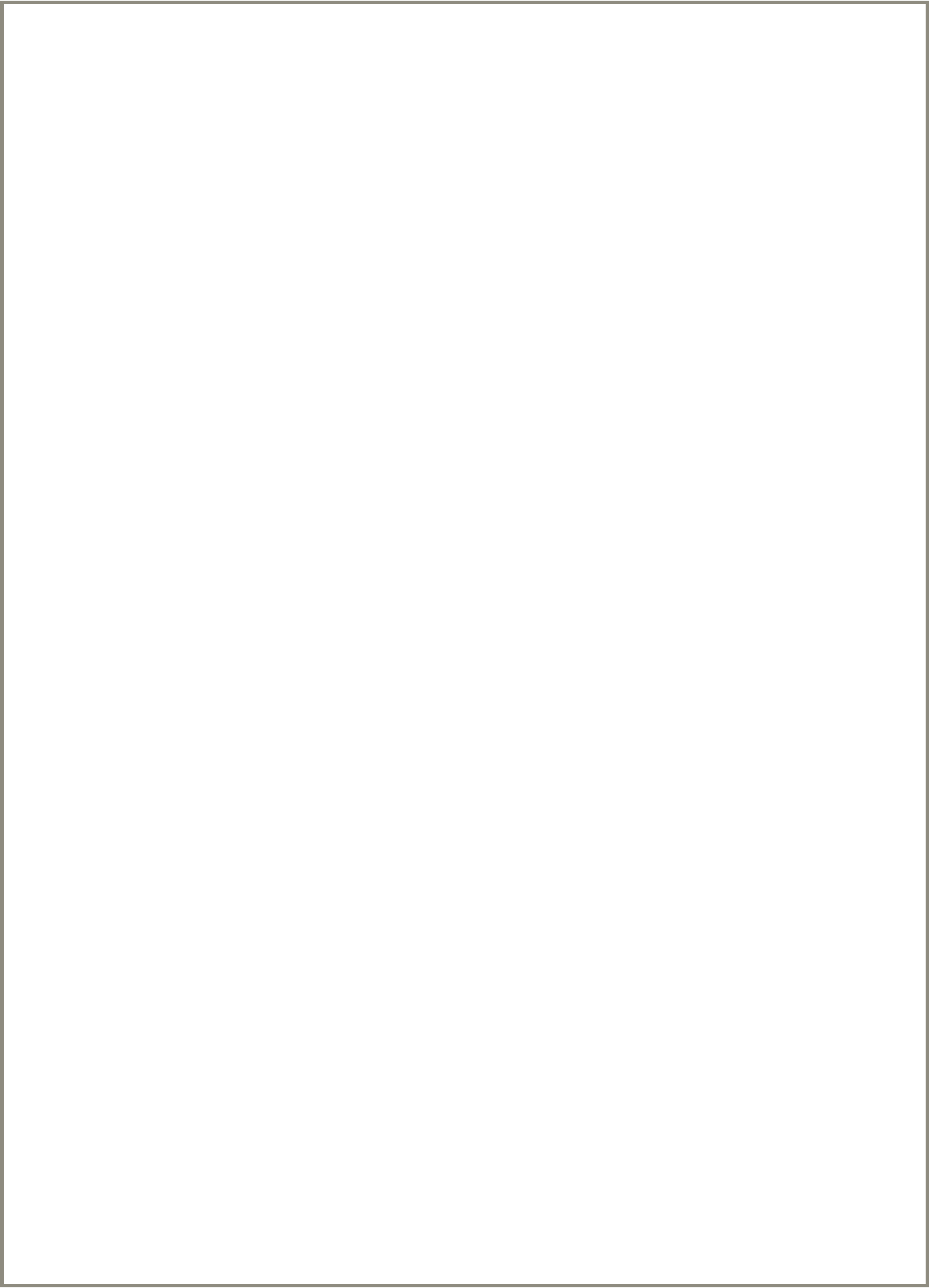
Providing programs and activities that supports our annual 8th grade parent meeting and our annual summer transition pro- gram to demonstrate a continued commitment to our students and their families.

Providing a parent resource section where parents can check-out academic resources to support learning at home. Coordinating with our Partners in Education Program to support parent and school activities throughout the year.

Ensuring that all resources are available in Spanish and translators are also available upon request and maintaining Parent Email Communication System, disseminate a Parent & Community Newsletter, and hosting Parent-Teacher Conferences to build ties between the parents and school.

Ensuring that all information is available upon request in various languages that students/parents speak.

###### Providing reasonable support to the parents and families that we serve. This includes sponsoring athletic events, providing community speakers and activities, planning and conducting college tours and visits.



**Parent Publications**

**The Newton County School Systems pro- vides publications for parents and families to aid with increasing student achievement. These publications are free of cost and are available on the NCSS website for review.**

**These publications include:**

**Parents Still Make the Difference** [**http://www.newtoncountyschools.org/**](http://www.newtoncountyschools.org/)

**publications/parents-still-make-diff-**

**high.aspx**

**High School Parent Pointers**

**<http://www.newtoncountyschools.org/> publications/high-school-parent- pointers.aspx**

Measures of Effectiveness

* **Parent Meeting Evaluation**—to gather feedback from the parents to evaluate the effectiveness of the meeting and to gain insight on parent academic support for future meetings.
* **Parent Survey Data**—to gain insight on EHS effectiveness in meeting the needs of parents in various areas such as technology, parent workshop topics, and school climate so that we can create an environment that meets the needs of all parents and families.
* **Revision and Development Stakeholders Meeting:** to give all stakeholders the opportunity to give input to build the effectiveness on the:
  + Parent and Family Engagement Policy-School and District
  + School-Parent Compact
  + Comprehensive LEA Improvement Plan (CLIP)
  + Title I Schoolwide Plan
  + Building Staff Capacity
  + Parent Involvement 1% Funding
* **Student Outcomes:** to access if strategies and activities, as outlined on the school parent compacts, are effective- ly impacting student achievement.
* **Multiple Opportunities for Input:** EHS will provide sever al opportunities for parents and families to give input on the effectiveness of the Title I Program. Parents can access our Title Schoolwide Plan, The Parent and Family En- gagement Policy, and the School-Parent Compact on our school’s website. These documents are also located in our parent resource room located in near the front office.

***Parent Comments and Suggestions***

**At Eastside High School, we believe that parents, the entire school staff, and students should share joint responsibility for improved student academic achievement. Please call or email us if you need assistance or information regarding any of the listed programs. Likewise, any questions or concerns about the Title I plan or Title I program should be directed to the Title I Instructional Coach, Ms. Monique Mitchell.**

***Monique Mitchell*** ***Eastside High School***

***Title I Instructional Coach***

[***mitchell.monique@newton.k12.ga.us***](mailto:mitchell.monique@newton.k12.ga.us) ***(770) 784-2920 x 4336***

***Parent Comments and Suggestions***

**We want to hear from you! If you have any suggestions or if there is any part of the schoolwide program plan that you feel needs to be adjusted, please provide us with your comments in the space provided and leave this form in the office.**

**Name: (optional)**

**Telephone Number (optional)**

TIPS FOR PARENT-TEACHER CONFERENCES

A parent-teacher conference is a meeting between you and your child's teacher to discuss your child's progress in school. The following are common questions that you may ask. Take this form to your next parent-teacher conference to help

guide the dialogue between you and your child’s teacher(s).

* + What is my child like in your class?
  + What are my child's strengths?
  + What are my child’s weaknesses?
  + Is my child meeting grade expectations?
  + Does my child get along with others?
  + How well does my child participate in class discussions and activities?
  + How is my child being assessed?
  + What do the tests tell about my child's progress?
  + Is my child engaging in activity that I would not approve of?
  + Has my child missed any classes other than ones I contacted the school about?
  + Is my child working up to his or her ability?
  + Has my child done something that I would be proud of?
  + How can I become more active in my child’s education?

Notes:

Follow-Up:

|  |  |
| --- | --- |
| ***School-Parent Compact***  ***9th Grade***  2019-2020  Revised 07/30/2019 | |
| ***What is a***  ***School-Parent Compact***  This written document serves as an agreement between all developers— parents, students, and EHS staff— that there will be an effective, col-  laborative relationship among the school and the community as a means to help signify success for each adolescent learner.  An effective compact is :   * Linked to learning. * Builds effective family and school partner- ships. * Is developmental for parents and students. | ***Activities to Build Partnerships***   * Fall Open House — July 26, 2019 @ 5:00- 7:00 PM * Title I Annual Parent Orientation —August 29, 2019 @ 5:30 PM * College & Career Night — November 7, 2019 @ 5:30 PM * Preparing for the End of Course Assessments- February 6, 2020 @ 5:30 PM * Title I Annual Parent Revision Meeting — March 12, 2020 @ 5:30 PM * Parent Teacher Conferences — September 13, 2019; February 7, 2020 |
| ***Communications About Student Learning***  Eastside High School is committed to providing regular com- munication with parents through email correspondence, website updates, and social media posts.  In addition, EHS will provide:  Parent-teacher conferences twice a year:  9/13/19; 2/7/20  Progress Reports sent home every 4.5 weeks   * September 5, 2019 * October 17, 2019 * November 14, 2019 * January 9, 2020 * February 13, 2020 * March 19, 2020 * April 23, 2020 * May 22, 2020   Reasonable access to staff at Open House (7/26/19).  Parent access to student grades through the Infinite Campus parent portal.  Communication with staff on student academic progress via email, letter, or phone.  Observations available upon request. |
| ***Jointly Developed***  The parents, students, and staff of Eastside High School developed this  School-Parent Compact for Achievement. Teachers suggested strategies for practice at home, parents added points of clarifica- tion, and students explained the types of support they felt would be most benefi-  cial for their success.  Parents are welcome to contribute com- ments at any time!  Contact Monique Mitchell 770-784-2920 x4336  [mitchell.monique@newton.k12.ga.us](mailto:mitchell.monique@newton.k12.ga.us) |

***Activities to Build Partnerships***

 Fall Open House

 Title I Annual Parent Orientation — September 5, 2018 @ 5:00 PM

 Math Curriculum Night – September 25, 2018 @ 6:00 PM

 ELA Curriculum Night —October 23, 2018 @ 6:00 PM

 Preparing for the End of Course Assessments- February 5, 2019: @ 6:00 PM

 Parent Teacher Conferences

September 14, 2018 & February 1 ,2019



***Teachers, Students, and Parents—Together for Success***

***Our Goals for Student Achievement***

**District goal:** The mission of Newton County Schools is to provide educational excellence to all students. To accomplish this mission, one goal has been set:

**Increase Student Achievement.**

**Eastside High School Goals**

* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the English/Language Arts portion of the Georgia Milestones End of Course Assessments by the end of the 2019-2020 school year.
* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Math portion of the Geor- gia Milestones End of Course Assessments by the end of the 2019-2020 school year.

**Content focus area for ninth grade ELA**

* Critical elements of writing

**Content focus area for ninth grade Math**

* **Using** a graphing calculator and other tools to solve problems

|  |  |
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| ***Teachers/Schools***  Eastside High School faculty and staff will:  Offer a “Preparing for the End of Course Assess-  ments” workshop where study tips, strategies for pre- paring for the assessments, and test-taking strategies will be shared. The RACE strategy and techniques for using the graphing calculator will be shared.  Provide online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. | ***Families***  EHS families will support their students’ success by attending and actively participating in EHS Parent and Family Engage- ment Activities.   * Attend “Preparing for the End of Course Assessments” workshop with my child for hands-on tools to help my child prepare for the End of Course assessments. * Parents will use online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. |
| ***Student***  All Eastside High School students in 9th grade will:   * Take home flyers about our “College and Career Night” and “Preparing for the End of Course Assess- ments” workshop to notify parents about learning opportunities and attend these workshops with my par- ents to receive practice, strategies, and support with writing skills and math problem solving skills . * Work with my parents and family at home using the RACE strategy to improve my writing skills. * Work with my parents and family at home using a graphing calculator and other tools to solve problems. * Use online study material and homework assistance via the school website for practice in writing and math. | |

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| ***School-Parent Compact***  ***10th Grade***  2019-2020  Revised 07/30/2019 | |
| ***What is a***  ***School-Parent Compact***  This written document serves as an agree- ment between all developers— parents, students, and EHS staff— that there will be an effective, collaborative relationship among the school and the community as a means to help signify success for each ad- olescent learner.  An effective compact is :   * Linked to learning. * Builds effective family and school partnerships. * Is developmental for parents and stu- dents. | ***Activities to Build Partnerships***   * Fall Open House — July 26, 2019 @ 5:00- 7:00 PM * Title I Annual Parent Orientation —August 29, 2019 @ 5:30 PM * College & Career Night — November 7, 2019 @ 5:30 PM * Preparing for the End of Course Assessments- February 6, 2020 @ 5:30 PM * Title I Annual Parent Revision Meeting — March 12, 2020 @ 5:30 PM * Parent Teacher Conferences — September 13, 2019; February 7, 2020 |
|  |
|  | ***Communications About Student Learning*** |
|  | Eastside High School is committed to providing regular com- munication with parents through email correspondence, website updates, and social media posts.  In addition, EHS will provide: |
| ***Jointly Developed*** |
| The parents, students, and staff of Eastside High School developed this School-Parent Compact for Achievement. Teachers sug- gested strategies for practice at home, par- ents added points of clarification, and stu- dents explained the types of support they felt would be most beneficial for their suc- cess.  Parents are welcome to contribute com- ments at any time! | Parent-teacher conferences twice a year:  9/13/19; 2/7/20  Progress Reports sent home every 4.5 weeks   * September 5, 2019 * October 17, 2019 * November 14, 2019 * January 9, 2020 * February 13, 2020 * March 19, 2020 * April 23, 2020 * May 22, 2020 |
| Contact Monique Mitchell 770-784-2920 x4336  [mitchell.monique@newton.k12.ga.us](mailto:mitchell.monique@newton.k12.ga.us) | Reasonable access to staff at Open House (7/26/19).  Parent access to student grades through the Infinite Campus parent portal.  Communication with staff on student academic progress via email, letter, or phone.  Observations available upon request. |



***Our Goals for Student Achievement***

**District goal:** The mission of Newton County Schools is to provide educational excellence to all students. To accomplish this mission, one goal has been set:

**Increase Student Achievement.**

**Eastside High School Goals**

* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the English/Language Arts portion of the Georgia Milestones End of Course Assessments by the end of the 2019-2020 school year.
* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Math portion of the Geor- gia Milestones End of Course Assessments by the end of the 2019-2020 school year.

**Content focus area for ninth grade ELA**

* Critical elements of writing

**Content focus area for ninth grade Math**

* **Using** a graphing calculator and other tools to solve problems

***Teachers, Students, and Parents—Together for Success***

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| ***Teachers/Schools***  Eastside High School faculty and staff will:  Offer a “Preparing for the End of Course Assess- ments” workshop where study tips, strategies for  preparing for the assessments, and test-taking strate- gies will be shared. The RACE strategy and tech- niques for using the graphing calculator will be shared.  Provide online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. | ***Families***  EHS families will support their students’ success by attending and actively participating in EHS Parent and Family Engagement  Activities.   * Attend “Preparing for the End of Course Assessments” work- shop with my child for hands-on tools to help my child pre- pare for the End of Course assessments. * Parents will use online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. |
| ***Student***  All Eastside High School students in 10th grade will:   * Take home flyers about our “College and Career Night” and “Preparing for the End of Course Assess- ments” workshop to notify parents about learning opportunities and attend these workshops with my par- ents to receive practice, strategies, and support with writing skills and math problem solving skills . * Work with my parents and family at home using the RACE strategy to improve my writing skills. * Work with my parents and family at home using a graphing calculator and other tools to solve problems. * Use online study material and homework assistance via the school website for practice in writing and math. | |

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| ***School-Parent Compact***  ***11th Grade***  2019-2020  Revised 07/30/2019 | |
| ***What is a***  ***School-Parent Compact***  This written document serves as an agreement between all developers— parents, students, and EHS staff— that there will be an effective, col-  laborative relationship among the school and the community as a means to help signify success for each adolescent learner.  An effective compact is :   * Linked to learning. * Builds effective family and school partner- ships. * Is developmental for parents and students. | ***Activities to Build Partnerships***   * Fall Open House — July 26, 2019 @ 5:00- 7:00 PM * Title I Annual Parent Orientation —August 29, 2019 @ 5:30 PM * College & Career Night — November 7, 2019   @ 5:30 PM   * Preparing for the End of Course Assessments- February 6, 2020 @ 5:30 PM * Title I Annual Parent Revision Meeting — March 12, 2020 @ 5:30 PM * Parent Teacher Conferences — September 13, 2019; February 7, 2020 |
|  | ***Communications About Student Learning*** |
| ***Jointly Developed*** | Eastside High School is committed to providing regular com-  munication with parents through email correspondence, web- site updates, and social media posts.  In addition, EHS will provide: |
| The parents, students, and staff of Eastside High School developed this  School-Parent Compact for Achievement. Teachers suggested strategies for practice at home, parents added points of clarifica- tion, and students explained the types of support they felt would be most benefi-  cial for their success.  Parents are welcome to contribute com- ments at any time! | Parent-teacher conferences twice a year:  9/13/19; 2/7/20  Progress Reports sent home every 4.5 weeks   * September 5, 2019 * October 17, 2019 * November 14, 2019 * January 9, 2020 * February 13, 2020 * March 19, 2020 * April 23, 2020 * May 22, 2020 |
| Contact Monique Mitchell 770-784-2920 x4336  [mitchell.monique@newton.k12.ga.us](mailto:mitchell.monique@newton.k12.ga.us) | Reasonable access to staff at Open House (7/26/19).  Parent access to student grades through the Infinite Campus parent portal.  Communication with staff on student academic progress via email, letter, or phone.  Observations available upon request. |



***Our Goals for Student Achievement***

**District goal:** The mission of Newton County Schools is to provide educational excellence to all students. To accomplish this mission, one goal has been set:

**Increase Student Achievement.**

**Eastside High School Goals**

* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the English/Language Arts portion of the Georgia Milestones End of Course Assessments by the end of the 2019-2020 school year.
* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Math portion of the Geor- gia Milestones End of Course Assessments by the end of the 2019-2020 school year.

**Content focus area for ninth grade ELA**

* Critical elements of writing

**Content focus area for ninth grade Math**

* **Using** a graphing calculator and other tools to solve problems

***Teachers, Students, and Parents—Together for Success***

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| ***Teachers/Schools***  Eastside High School faculty and staff will:  Offer a “Preparing for the End of Course Assess- ments” workshop where study tips, strategies for  preparing for the assessments, and test-taking strate- gies will be shared. The RACE strategy and tech- niques for using the graphing calculator will be shared.  Provide online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. | ***Families***  EHS families will support their students’ success by attending and actively participating in EHS Parent and Family Engagement  Activities.   * Attend “Preparing for the End of Course Assessments” work- shop with my child for hands-on tools to help my child pre- pare for the End of Course assessments. * Parents will use online study material and homework assis- tance via the school website for writing and math to bridge the gap between home and school. |
| ***Student***  All Eastside High School students in 11th grade will:   * Take home flyers about our “College and Career Night” and “Preparing for the End of Course Assess- ments” workshop to notify parents about learning opportunities and attend these workshops with my parents to receive practice, strategies, and support with writing skills and math problem solving skills . * Work with my parents and family at home using the RACE strategy to improve my writing skills. * Work with my parents and family at home using a graphing calculator and other tools to solve problems. * Use online study material and homework assistance via the school website for practice in writing and math. | |

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| ***School-Parent Compact***  ***12th Grade***  2019-2020  Revised 07/30/2019 | |
| ***What is a***  ***School-Parent Compact***  This written document serves as an agreement between all developers— parents, students, and EHS staff— that there will be an effective, col-  laborative relationship among the school and the community as a means to help signify success for each adolescent learner.  An effective compact is :   * Linked to learning. * Builds effective family and school partner- ships. * Is developmental for parents and students. | ***Activities to Build Partnerships***   * Fall Open House — July 26, 2019 @ 5:00- 7:00 PM * Title I Annual Parent Orientation —August 29, 2019 @ 5:30 PM * College & Career Night — November 7, 2019   @ 5:30 PM   * Preparing for the End of Course Assessments- February 6, 2020 @ 5:30 PM * Title I Annual Parent Revision Meeting — March 12, 2020 @ 5:30 PM * Parent Teacher Conferences — September 13, 2019; February 7, 2020 |
| ***Communications About Student Learning***  Eastside High School is committed to providing regular com- munication with parents through email correspondence, web- site updates, and social media posts.  In addition, EHS will provide:  Parent-teacher conferences twice a year:  9/13/19; 2/7/20  Progress Reports sent home every 4.5 weeks   * September 5, 2019 * October 17, 2019 * November 14, 2019 * January 9, 2020 * February 13, 2020 * March 19, 2020 * April 23, 2020 * May 22, 2020   Reasonable access to staff at Open House (7/26/19).  Parent access to student grades through the Infinite Campus parent portal.  Communication with staff on student academic progress via email, letter, or phone.  Observations available upon request. |
| ***Jointly Developed***  The parents, students, and staff of Eastside High School developed this School-Parent Compact for Achievement. Teachers sug- gested strategies for practice at home, par- ents added points of clarification, and stu- dents explained the types of support they felt would be most beneficial for their suc- cess.  Parents are welcome to contribute com- ments at any time!  Contact Monique Mitchell 770-784-2920 x4336  [mitchell.monique@newton.k12.ga.us](mailto:mitchell.monique@newton.k12.ga.us) |



***Teachers, Students, and Parents—Together for Success***

***Our Goals for Student Achievement***

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**Eastside High School Goals**

* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the English/Language Arts portion of the Georgia Milestones End of Course Assessments by the end of the 2019-2020 school year.
* Increase the percentage of students scoring in or above the level 3 proficient range on the writing component of the Math portion of the Geor- gia Milestones End of Course Assessments by the end of the 2019-2020 school year.

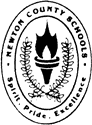
**Content focus area for ninth grade ELA**

* Critical elements of writing

**Content focus area for ninth grade Math**

* **Using** a graphing calculator and other tools to solve problems

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| ***Teachers/Schools***  Eastside High School faculty and staff will:  Offer a “Preparing for the End of Course Assess- ments” workshop where study tips, strategies for preparing for the assessments, and test-taking strat- egies will be shared. The RACE strategy and tech- niques for using the graphing calculator will be shared.  Provide online study material and homework assis- tance via the school website for writing and math  to bridge the gap between home and school. | ***Families***  EHS families will support their students’ success by attending and actively participating in EHS Parent and Family Engagement Ac-  tivities.   * Attend “Preparing for the End of Course Assessments” work- shop with my child for hands-on tools to help my child pre- pare for the End of Course assessments. * Parents will use online study material and homework assis-   tance via the school website for writing and math to bridge the gap between home and school. |
| ***Student***  All Eastside High School students in 12th grade will:   * Take home flyers about our “College and Career Night” and “Preparing for the End of Course Assess- ments” workshop to notify parents about learning opportunities and attend these workshops with my par- ents to receive practice, strategies, and support with writing skills and math problem solving skills . * Work with my parents and family at home using the RACE strategy to improve my writing skills. * Work with my parents and family at home using a graphing calculator and other tools to solve problems. * Use online study material and homework assistance via the school website for practice in writing and math. | |



**NEWTON COUNTY SCHOOL SYSTEM**

**OFFICE OF FEDERAL PROGRAMS**

**2109 NEWTON DRIVE, N.E.**

**P.O. BOX 1469 COVINGTON, GEORGIA 30015**

**Phone: (770) 787-1330 \* Fax (770) 784-2945**

**SAMANTHA FUHREY, Ed. S. SHELIA THOMAS, Ed. D.**

*Superintendent Chief Strategy and Community*

*Outreach Officer*

**Newton County Board of Education**

**Annual Parent Notification Letter**

**Right to Know Professional Qualifications of Teachers and Paraprofessionals**

Date: August 1, 2019

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, Eastside High would like to inform you that you may request information about the professional qualifications of your student’s teacher(s) and/ or paraprofessional(s). The following information may be requested:

* + - Whether the student’s teacher—
      * has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
      * is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
      * is teaching in the field of discipline of the certification of the teacher.
    - Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Please rest assured that our staff is committed to helping your child reach his or her maximum academic potential throughout their school career. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled and delivering quality instruction to your child.

If you wish to request information concerning your child’s teachers’ qualifications, please contact me, Jeff Cher, your child’s principal, by phone at 770-784-2920 or by email at [cher.jef](mailto:cher.jeff@newton.k12.ga.us)[f@newton.k12.ga.us](mailto:f@newton.k12.ga.us)

Thank you for your interest and involvement in your child’s education. Sincerely,

*Jeff Cher*

Principal

Jeff Cher Principal

Name Title

770-784-2920 [cher.jeff@newton.k12.ga.us](mailto:cher.jeff@newton.k12.ga.us)

Telephone Number Email Address

Office Use Only

Student # Date Distributed

###### Revised July 1, 2019

**NEWTON COUNTY SCHOOL SYSTEM** **WASTE, FRAUD, ABUSE AND CORRUPTION**

**ADMINISTRATIVE REGULATIONS FOR PARENTS AND STUDENTS**

Reporting Suspicion of Fraudulent Activities

* Title I, Part A – Programs for Disadvantaged Children
* Title I, Part A –School Improvement 1003 (a)
* [Title I, Part A - Academic Achievement Awards](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Academic-Achievement-Awards.aspx)
* [Title I, Part A - Foster Care Program](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Foster-Care-Program.aspx)
* [Title I, Part A - Family-School Partnership Program](http://www.gadoe.org/School-Improvement/Federal-Programs/Partnerships/Pages/Parent-Engagement-Program.aspx)
* Title I, Part C – Education of Migratory Children
* Title I, Part D – Programs for Neglected and Delinquent Children
* Title II, Part A – Supporting Effective Instruction
* Title II, Part D – Enhancing Education Through Technology
* Title III, Part A – Language Instruction for Limited English Proficient (LEP) and Immigrant Students
* Title IV, Part A – Student Support and Academic Enrichment
* [Title IV, Part B - 21st Century Community Learning Centers](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/21st-Century-Community-Learning-Centers.aspx)
* Title V, Part B – Rural Education Initiative
* Individuals with Disabilities ACT (IDEA) – Programs for Exceptional Students
* Carl D. Perkins Vocational and Applied Technology Act – Vocational Education Programs
* Title IX, Part A McKinney-Vento Education of Homeless Children and Youth (EHCY) and State Professional Learning.

**Employees shall disclose waste, fraud, abuse and corruption to the appropriate authorities.**

**Purpose:** To ensure that the reporting of any acts of suspicious waste, fraud, abuse and/or corruption activity, the Newton County Office of Federal Programs ensures employees, clients and providers of confidential channels to report said activities.

**Definitions:**

**Waste:** Defined as the intentional or unintentional, thoughtless or careless expenditure, consumption, mismanagement, use, or squandering of district, state, or federal resources to the detriment or potential detriment of the district. Waste also includes incurring unnecessary costs as a result of inefficient or ineffective practices, systems, or controls.

**Fraud:** The intentional deception perpetrated by an individual or individuals, or an organization or organizations, either internal or external to federal, state, or local governments, which could result in a tangible or intangible benefit to themselves others, or the district, state, or federal governments. Fraud includes a false representation of a matter of fact, whether by words or by conduct, by false or misleading statements, or by concealment of that which should have been disclosed, which deceives and is intended to deceive.

Revised July 1, 2019 Page 1

**Abuse:** Defined as excessive or improper use of a thing, or to employ something in a manner contrary to the natural or legal rules for its use; intentional destruction, diversion, manipulation, misapplication, maltreatment or misuse of resources; extravagant or excessive use as to abuse one's position or authority. Abuse can occur in financial or non- financial settings.

**Corruption:** Defined as dishonest or fraudulent conduct by those in power, typically involving bribery. The process by which something, typically a word or expression, is changed from its original use or meaning to one that is regarded as erroneous or debased.

**Ethics:** The Code of Ethics for Educators defines the professional behavior of educators in Georgia and serves as a guide to ethical conduct. The Professional Standards Commission has adopted standards that represent the conduct generally accepted by the education profession. The code defines unethical conduct justifying disciplinary sanction and provides guidance for protecting the health, safety and general welfare of students and educators, and assuring the citizens of Georgia a degree of accountability within the education profession.

Employees shall practice good stewardship of District financial resources, including timely reporting of fraudulent expenditures.

**Statement of Administrative Regulations:** Newton County’s Office of Federal Programs thoroughly and expeditiously investigates any reported cases of suspected waste, fraud, abuse and/or corruption activity to determine if disciplinary, financial recovery and/or criminal action should be taken.

**Confidentiality:** All reports of suspicious waste, fraud, abuse and/or corruption activity suspect fraud must be handled under the strictest confidentiality. Only those directly involved in the investigation should be given information. Informants may remain anonymous but should be encouraged to cooperate with the investigators and should provide as much detail and evidence of alleged fraudulent act as possible.

**Pr****ocedures and Responsibilities:**

1. Anyone suspecting any acts of waste, fraud, abuse and/or corruption activity concerning federal programs should report their concerns to the appropriate Federal Program’s Director for Newton County School System at 770-787-1330.
2. Any employee with Newton County Board of Education (temporary staff, full- time staff and contractors) who receives a report of suspected fraudulent activity must report this information within the next business day. Employees have the responsibility to report suspected waste, fraud, abuse and/or corruption activity. All reports can be made in confidence.
3. The Newton County Board of Education shall conduct investigations of employees, providers, contractors, or vendors.
4. If necessary you will be contacted for additional information.

Revised July 1, 2019 Page 2

**Newton County School System** **Complaint Procedures for Parents and Students**

**Grounds for a Complaint**

Any individual, organization or agency (“complainant”) may file a complaint with the Newton County School System (NCSS) if that individual, organization or agency believes and alleges that the NCSS is violating a Federal statute or regulation. The complaint must allege a violation that occurred not more than one (1) year prior to the date that the complaint is received, unless a longer period is reasonable because the violation is considered systemic or ongoing.

**Federal Programs for Which Complaints Can Be Filed**

* Title I, Part A – Programs for Disadvantaged Children
* Title I, Part A –School Improvement 1003 (a)
* [Title I, Part A - Academic Achievement Awards](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Academic-Achievement-Awards.aspx)

* [Title I, Part A - Foster Care Program](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Foster-Care-Program.aspx)
* [Title I, Part A - Family-School Partnership Program](http://www.gadoe.org/School-Improvement/Federal-Programs/Partnerships/Pages/Parent-Engagement-Program.aspx)
* Title I, Part C – Education of Migratory Children
* Title I, Part D – Programs for Neglected and Delinquent Children
* Title II, Part A – Supporting Effective Instruction
* Title II, Part D – Enhancing Education Through Technology
* Title III, Part A – Language Instruction for Limited English Proficient (LEP) and Immigrant Students
* Title IV, Part A – Student Support and Academic Enrichment

* [Title IV, Part B - 21st Century Community Learning Centers](http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/21st-Century-Community-Learning-Centers.aspx)
* Title V, Part B – Rural Education Initiative
* Individuals with Disabilities ACT (IDEA) – Programs for Exceptional Students
* Carl D. Perkins Vocational and Applied Technology Act – Vocational Education Programs
* Title IX, Part A McKinney-Vento Education of Homeless Children and Youth (EHCY) and State Professional Learning.

An LEA accepting federal funds agrees to adopt local written procedures for the receipt and resolution of complaints alleging violations of law in the administration of covered programs. Therefore, for complaints originating at the local level, a complaint should not be filed with the Georgia Department of Education until every effort has been made to resolve the issue through local written complaint procedures.

**Filing a Complaint**

A complaint must be made in writing and signed by the complainant. The complaint must include the following:

* A statement that the NCSS has violated a requirement of a Federal statute or regulation that applies to an applicable program;

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* The date on which the violation occurred;
* The facts on which the statement is based and the specific requirement allegedly violated (include citation to the Federal statute or regulation);
* A list of the names and telephone numbers of individuals who can provide additional information;
* Whether a complaint has been filed with any other government agency, and if so, which agency;
* Copies of all applicable documents supporting the complainant’s position; and The address of the complainant:

The complaint must be addressed to:

Newton County Board of Education Appropriate Federal Program’s Director 2109 Newton Drive, NE

Covington, GA 30015

The appropriate Federal Programs’ Director will address all initial complaints. In the event that the concern is not resolved, a formal written complaint can than be sent to the Chief Strategy and Community Outreach Officer.

**Investigation of Formal Complaint**

Within ten (10) days of receipt of the complaint, the Chief Strategy and Community Outreach Officer or his or her designee will issue a Letter of Acknowledgement to the complainant that contains the following information:

* The date the NCSS received the complaint.
* How the complainant may provide additional information.
* A statement of the ways in which the NCSS may investigate or address the complaint.
* Any other pertinent information.

**Right of Appeal**

If an individual, organization or agency is aggrieved by the final decision of the NCSS, that individual, organization or agency has the right to request review of the decision by the Georgia Department of Education:

Georgia Department of Education Office of Legal Services

205 Jesse Hill Jr. Drive, SE 2052 Twin Tower East Atlanta, GA 30334

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**Newton County School System Complaint Form - Federal Programs**

|  |
| --- |
| **Name (Complainant):** |
| **Mailing Address:** |
| **Phone Number (home):** **Phone Number (work):** |
| **Agency/agencies complaint is being filed against:** |
| **Date on which violation occurred:** |
| **Statement that the Newton County School System has violated a requirement of a Federal statute or regulation that applies to an applicable program (include citation to the Federal statute or regulation) (attach additional sheets if necessary):** |
| **The facts on which the statement is based and the specific requirement allegedly violated (attach additional sheets if necessary):** |

Revised July 1, 2019

Education of Homeless Children and Youth A Guide for Parents and Guardians

**Revised July 31, 2019**

**Frequently Asked Questions**

What is the McKinney-Vento Act?

The McKinney-Vento Act is a law passed in 1987 and amended by the Every Student Succeeds Act of 2015. The McKinney-Vento Act removes barriers to access or success for homeless children in school.

How does the law define homelessness?

An individual is “homeless” who lacks a fixed, regular, and adequate nighttime residence. This definition of homelessness includes those living in shelters, motels, campgrounds, cars, abandoned buildings, or other inadequate shelter. The law also includes situations in which an individual shares housing with

relatives or others because he or she has lost housing or cannot afford housing due to economic hardship.

What are my child’s rights under the McKinney-Vento Act?

A child considered homeless under the law has:

* The right to immediate enrollment in school without having health and school records available;
* The right to attend either the school of origin or the school in the attendance area where the family currently resides;
* The right to receive transportation to school of origin when feasible and in the best interest of the child, if requested by parent/guardian
* The right to access comparable services, including transportation services, educational services, supplemental services, extracurricular activities, and free meals through the School Nutrition Program.

Homeless children and youth may not be stigmatized by school personnel. Families of homeless children and youth have the right to dispute enrollment if the local school sends the homeless child or youth to a school other than the school of origin requested by the parent/guardian or by an unaccompanied youth.

If my child and I become homeless during the school year what should I do?

Ask to speak to the homeless school contact or school counselor.

Who can I call if I need assistance?

Contact the homeless school contact who serves your child’s school.



For more information, contact the following:

**Khiem Reed -Newton County School System Homeless** Liaison [reed.khiem@newton.k12.ga.us](mailto:reed.khiem@newton.k12.ga.us)

770-787-1330 ext. 3907