

Lake Seneca Elementary School

Title I Information for Families



Montgomery County Public Schools (MCPS) supports the involvement of all parents/families. It is our belief that the education of our children is a shared responsibility. We believe that when parents are involved, students will be more successful. The school system as well as individual schools make the commitment to establish programs and practices that create a climate of mutual trust and respect and that support substantive parent involvement.

We wish to provide you with information about the Title I and Early Childhood Programs and Services website:

<https://www.montgomeryschoolsmd.org/departments/dtecps/title1/>, the school improvement plan, your right to request information and the MCPS complaint policy. The proposed MCPS parent involvement plan, the school parent involvement plan and the school-parent compact, are also included for your review. Please take this opportunity to review these documents and send us your comments. The parent involvement committee will review your comments and suggestions and consider them when revising the parent involvement plan and school-parent compact. The final documents for 2021-2022 will be shared with families by parent-teacher conferences in November, or can be discussed at any other time throughout the year.

We invite you to join the parent involvement committee and the Parent Teacher Association (PTA) as we work together to provide you and your child a successful school year. If you have any questions regarding any of this information, please contact the school principal.



[MCPS Website](#)

The Title I website has important information for parents in Title I schools. The website contains information about the Every Students Succeeds Act of 2015, the Title I program in Montgomery County Public Schools (MCPS), and links to county, state, and federal websites.

If you have comments or suggestions about the Title I website, please call the Title I office at 240-740-4600.

[School Improvement Plan](#)



All schools develop or revise a School Improvement Plan (SIP) each school year. During the summer and early fall, schools draft the SIP by examining data collected from student assessments and parent, staff, and student surveys. This data is used to determine where to focus efforts to enhance and improve instruction based on the needs of our students, staff, and parents; to allocate resources; and to plan parent and staff training. Parents are an important and vital part of the SIP process, and are invited to participate so that their ideas and suggestions can be incorporated into the school's plan. For further information about the SIP please contact your school's principal.



Complaint Policy

MCPS has a complaint policy that provides parents and community members with a process to register their concerns. The policy is posted on the Title I and the MCPS website at <http://www.mcpsmd.org>.

MCPS has a procedure and form for parents and community members to follow when registering a complaint. These procedures can also be found on the Title I and the MCPS website.



Right to Request Information

Our schools are fortunate to receive supplemental funding through Title I, a federal grant program for schools that serve communities with students who have high economic needs. The federal legislation that establishes Title I regulations is known as the Every Students Succeeds Act of 2015 which replaces the No Child Left Behind legislation. ESSA requires the Montgomery County Public Schools to inform you that you have the right to request information about the professional certification qualifications of your child's teacher, substitute teacher, or paraeducator.

If you wish to request certification information about your child's teacher, paraeducator, or long-term substitute teacher, please submit a written request to the principal at your school. Your written request may include information about the following qualifications:

- Degree status and subject area of certification
- State of Maryland certification status, including conditional certification status
- Qualifications of paraeducators or long-term substitute teachers who may be working with your student

Your request will be forwarded to the Office of Human Resources, and you will receive a written response from them within 30 business days.

Please contact the principal if you have any questions.

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Información para Familias acerca de Title I

Montgomery County Public Schools (MCPS) apoya la participación de sus alumnos y familias. Creemos que la educación de nuestros niños es una responsabilidad mutua. Creemos que cuando los padres participan, los alumnos tienen más éxito. El sistema escolar al igual que cada escuela tienen el compromiso de establecer programas que crean un ambiente de confianza y respeto mutuo y que apoya la colaboración de los padres.



Queremos proveerle información sobre el sitio web de Título I y Programas y Servicios de la Niñez Tempranera:

<https://www.montgomeryschoolsmd.org/departments/dtecps/title1/>, el plan de mejoramiento escolar, derechos de pedir información, y la política de quejas de MCPS para padres, el propuesto plan de participación de padres de MCPS, el plan de participación de cada escuela y el convenio con los padres de familia, también han sido incluidos para su revisión. Favor de tomar esta oportunidad de revisar estos documentos y enviarnos sus comentarios. El comité de colaboración de padres revisará sus comentarios y sugerencias y las tomará en consideración cuando se revise el plan de participación de padres al igual que el convenio con los padres. Los documentos ya actualizados del año 2021-2022 serán compartidos con las familias durante las conferencias de padres y maestros en noviembre, o pueden revisarlos en cualquier momento durante el año.

Le invitamos a unirse al comité de participación de padres y a la Asociación de Padres y Maestros (PTA) para trabajar juntos y proveerle a sus hijos un año escolar muy exitoso. Si tiene preguntas sobre esta información, favor de comunicarse con el director de su escuela.

[Sitio web de MCPS](#)



El sitio web de Título I tiene información importante para los padres de familia de alumnos en las escuelas de Título I. El sitio contiene información acerca de La Ley Cada Estudiante Triunfa (*Every Student Succeeds Act 2015 ESSA*) que reforma la antigua *Ley Que Ningún Niño se Quede Atrás*, el programa de Título I en MCPS, enlaces con los sitios del condado, estado y federales.

Si usted tiene comentarios o sugerencias acerca del sitio web de Título I y los Programas y Servicios de Pre-párvulos por favor llame la oficina de Título I al 240-740-4600.

[Plan de Mejoramiento Escolar \(School Improvement Plan\)](#)



Todas las escuelas desarrollan o revisan un Plan de Mejoramiento Escolar (SIP) cada año escolar. Durante el verano y comienzos del otoño, las escuelas examinan este plan y los resultados colectados de pruebas hechas a estudiantes al igual que de encuestas a padres, miembros del personal escolar, y estudiantes. Esta información nos ayuda a determinar áreas en donde nos enfocaremos para mejorar la instrucción basada en las

necesidades de nuestros estudiantes, miembros del personal y padres de familia; al igual que asignar recursos y planificar capacitación para padres y el personal escolar. Los padres de familia son una parte vital del proceso de SIP y están invitados a participar para que sus ideas y sugerencias sean incorporadas en el plan escolar. Para más información sobre SIP favor de comunicarse con el director de su escuela.



Procedimiento para Registrar Quejas (Complaint Policy)

MCPS tiene un procedimiento y formulario, para los padres y miembros de la comunidad, a seguir para registrar una queja. Estos procedimientos pueden encontrarse también en el sitio web de DTECPS y MCPS en <http://www.mcpsmd.org>

MCPS tiene un proceso y formas para los padres y los miembros de la comunidad para darle seguimiento a una queja registrada. Estos procedimientos también se pueden encontrar en los sitios web de Título I y MCPS.



Derecho de Solicitar Información (Right to Request Information)

Nuestras escuelas son afortunadas de recibir fondos suplementarios a través del Title I, un programa de fondos federales para escuelas que sirven a las comunidades con estudiantes y familias que tienen altas necesidades económicas. La legislación federal que establece las regulaciones de Title I se conoce como, La Ley Cada Estudiante Triunfa (*Every Student Succeeds Act 2015 ESSA*) que reforma la antigua *Ley Que Ningún Niño se Quede Atrás*. ESSA requiere que MCPS les informe a ustedes que tienen el derecho de solicitar información sobre los requisitos y certificaciones profesionales de los maestros, maestros substitutos, o paraeducadores de sus hijos.

Si usted desea solicitar información sobre la certificación del maestro de su hijo/a, el paraeducador o el substituto a largo plazo, por favor, someta una petición por escrito al director de su escuela. Su solicitud escrita puede incluir información sobre las siguientes cualificaciones:

- Título universitario y área de certificación
- Estado de la certificación del Estado de Maryland, incluyendo certificación condicional.
- Cualificaciones de los paraeducadores o substitutos a largo plazo que pueden estar trabajando con su estudiante

Su solicitud será enviada a Office of Human Resources (Oficina de Recursos Humanos) y usted recibirá una respuesta de ellos dentro de los próximos 30 días laborales.

Por favor, contacte al director de la escuela si tiene preguntas.



2021-2022 Parent & Family Engagement MCPS Title I ~ District Level Plan



This annual Title I Parent & Family Engagement Plan is posted on the Title I website and distributed to families in the fall to allow for input on its revisions.



Communications, such as newsletters, invitations, flyers, etc. will be available in the 'major' languages of MCPS

Montgomery County Public Schools Title I Program

Our Beliefs

- ★ Montgomery County Public Schools (MCPS) Title I believes that when schools and families work together, children achieve.
- ★ MCPS supports the involvement of all families.
- ★ It is our belief that the education of our children is a shared responsibility. We believe that when parents are involved, students will be more successful.
- ★ The school system, as well as individual schools, make the commitment to establish programs and practices that create a climate of mutual trust and respect and that support parent involvement.
- ★ All MCPS staff members in Title I schools are expected to convey a commitment to parent involvement.
- ★ Information will be provided to parents in the 'major' languages of the school system.
- ★ Parents of English Language Learners and children with disabilities will be included in participation efforts.
- ★ This plan has been developed jointly with parents and is aligned with Board of Education Policy ABC, Parent and Family Involvement, and the MCPS Strategic Plan.
- ★ In this plan, 'parent' is intended to include parents, guardians, and other family members involved in supervising the child's schooling.

Our Process

- ★ The Title I District Level Parent and Family Engagement Plan is jointly developed by the Title I Parent Advisory Committee (PAC), which is made up of Title I staff and parents of students attending Title I schools.
- ★ The plan provides information as to how the Title I requirements will be carried out at the district level.
- ★ Parent workshops, parent meetings, and other events are opportunities for families to provide feedback using the Evaluation Tool.
- ★ The feedback from the Evaluation Tool is analyzed annually at the Spring (PAC) meeting. Suggestions are provided to revise the plan and create opportunities for increased parent engagement.
- ★ A school-level template that includes the same requirements is used to create a School-Level Parent and Family Engagement Plan at each Title I school.
- ★ Schools analyze and make revisions to their School-Level Parent and Family Engagement Plan at each Title I school annually at their Parent Engagement committee meetings and leadership meetings.
- ★ The School-Level Plan is distributed to families each fall in a variety of ways including newsletters, electronic communication, and family meetings/workshops.

MCPS Title I Believes in Supporting Families by Building Capacity through Training and Professional Learning

Build Capacity through Parent Activities

Parent Academy: The MCPS Parent Academy provides workshops and training to parents at least twice a month during the school year, at various times and locations, on a variety of topics such as:

- ★ understanding the State academic standards, State and local academic assessments, and how to monitor a child's progress;
- ★ supporting the development of their child's physical, social, and psychological well-being;
- ★ working with educators to improve student achievement; and helping parents work with their children.

Parent Workshops: Title I instructional specialists provide materials and training to parents and school staff members at each school on:

- ★ understanding Title I requirements
- ★ enhancing communication and outreach between home and school
- ★ supporting their children's progress at home

School Parent and Family Engagement Processes: Title I Instructional specialist support schools and parents by:

- ★ providing resources and training to teachers in Title I schools on best practices for holding successful parent-teacher conferences
- ★ providing resources for families to engage in successful parent-teacher conferences
- ★ working with Family Involvement Committees in their quarterly meetings to ensure that parents have the opportunity to provide input and make decisions about how family involvement funds are spent

Build Capacity through Staff Training

Staff Training: Technical assistance is provided throughout the year by Title I Instructional Specialists through a variety of forums and on an array of topics related to their work as members of central office staff and school-based staff members. Some assistance provided to schools includes:

- ★ develop school-parent compact and school-level Family and Parent Engagement Plan
- ★ plan and develop professional development for school staff members to work as equal partners with parents
- ★ communicate and collaborate with families as equal partners in their children's education
- ★ provide training by the Parent Engagement Specialist to school-level Parent Community Coordinators.
- ★ connect school-level Parent Community Coordinators with resources and community-based organizations to increase parent and family engagement.

Instructional Specialist Training: Title I instructional specialists assist in implementing, coordinating, and ensuring compliance of federal and state requirements. Title I staff members also will receive training on relevant issues which they will share with school staff members and families including:

- ★ evidence-based strategies for parent and family engagement
- ★ preparation, training, and monitoring of family involvement budgets
- ★ inclusion of parents in family involvement budget decisions
- ★ proper use of federal funds

MCPS Believes in Supporting Families by Supporting Schools

Support to Schools

The Division of CARES Act, Early Childhood, and Title I (DCAECT) coordinates and integrates parent involvement strategies with MCPS offices by:

- ★ actively participating on various committees throughout the year.
- ★ meeting with the Office of Student and Family Support and Engagement (OSFSE) and Parent Community Coordinators to support outreach and training efforts for Title I parents.
- ★ partnering with Prekindergarten/Head Start to coordinate training efforts for Title I parents to ensure a streamlined approach to increasing parent involvement.

Coordination to Schools

The coordination of Title I parent and family engagement efforts and technical assistance to Title I schools will be provided by Title I instructional specialists from DCAECT. Title I instructional specialists provide:

- ★ support, guidance, and assistance to school staff members in planning and implementing effective parent involvement activities to improve student achievement and school performance.
- ★ assistance with the development of the School/Parent Compact, School-Level Plan, and other parent involvement activities.
- ★ documentation that demonstrates adherence to Title I federal and state requirements and will be maintained at DCAECT.

The Compact

A School/Parent Compact defines goals, expectations and shared responsibilities. In partnership with families, each school will develop the compact in the fall. Compacts will be reviewed at the annual Fall Parent Teacher Conference and will be signed. The Compact is used as part of the collaboration effort between parent and school for the success of the student.

Feedback

We welcome feedback about our District Parent & Family Engagement Plan
Please complete the Title I District Level Plan Survey <https://bit.ly/MCPSdistr>



Rocking Horse Road Center
4910 Macon Road, Room 204
Rockville 20852 -240-740-4600



2020-2021 Title I District Level Parent and Family Engagement Plan
[English](#) | [español](#) | [中文](#) | [français](#) | [tiếng Việt](#) | [한국어](#) | [አማርኛ](#)
MCPS Title I District Parent and Family Engagement Plan - Evaluation Survey

The Title I Parent Advisory Council (made up of parents from Title I schools) and Title I staff jointly developed the MCPS Title I District and Family Engagement Plan, based on the results of the evaluation survey that was administered last year. Please read the plan and complete the survey below. Survey results will be used to make further revisions to the plan, and incorporate evidence-based strategies for more effective parent involvement.

You may also take this survey online. <https://forms.gle/jW1sPVrxPhm2FDj7>





The plan provides information about how Title I in MCPS supports successful school and family interactions.

Agree  Disagree 



Please provide suggestions on how we can increase our efforts to engage families and staff as collaborators and co-creators of learning experiences for your child.

This plan shares how opportunities are provided for parents and staff to work together to support the learning of their children.

Agree  Disagree 







Please provide suggestions on how we can increase our efforts to engage families and staff in strategies to assist with the learning of your child.

MCPS uses feedback from the evaluation survey to make revisions to the MCPS Title I District Plan and incorporate strategies for more effective parent engagement.

Agree  Disagree 

Please provide suggestions on how we can increase our efforts to engage families and staff in revising the District Level Title I plan.

MCPS Title I believes that when schools and families work together, children achieve.
 What do you think are the biggest barriers to families being able to work together with their school?



<input type="checkbox"/> work 	<input type="checkbox"/> don't know how to help 	<input type="checkbox"/> childcare 
<input type="checkbox"/> language 	<input type="checkbox"/> don't feel welcome 	<input type="checkbox"/> transportation 
<input type="checkbox"/> Other		

What ideas do you have to overcome these barriers?

El Consejo Asesor de Padres de Título I (compuesto por padres de escuelas de Título I) y el personal de Título I desarrollaron conjuntamente el Plan de Participación Familiar del Distrito MCPS Título I, basado en los resultados de la encuesta de evaluación que se administró el año pasado. Lea el plan y complete la encuesta a continuación. Los resultados de la encuesta se utilizarán para hacer más revisiones al plan e incorporar estrategias basadas en evidencia para una participación más efectiva de los padres. También puede realizar esta encuesta en línea. <https://forms.gle/jW1sPVrxPhm2FDji7>





El plan proporciona información sobre cómo el Título I en MCPS apoya las interacciones exitosas entre la escuela y la familia.

De acuerdo  No estoy de acuerdo 



Proporcione sugerencias sobre cómo podemos aumentar nuestros esfuerzos para involucrar a las familias y al personal como colaboradores y co-creadores de experiencias de aprendizaje para su hijo.

Este plan comparte cómo se brindan oportunidades para que los padres y el personal trabajen juntos para apoyar el aprendizaje de sus hijos.

De acuerdo  No estoy de acuerdo 







Por favor proporcione sugerencias sobre cómo podemos aumentar nuestros esfuerzos para involucrar a las familias y al personal en estrategias para ayudar con el aprendizaje de su hijo.

MCPS utiliza la información de la encuesta de evaluación para hacer revisiones al Plan del Distrito del MCPS Título I e incorporar estrategias para una participación más efectiva de los padres.

De acuerdo  No estoy de acuerdo 

Proporcione sugerencias sobre cómo podemos aumentar nuestros esfuerzos para involucrar a las familias y al personal en la revisión del plan del Título I a nivel del distrito.

MCPS Título I cree que cuando las escuelas y las familias trabajan juntas, los niños triunfan.
¿Cuáles cree que son las mayores barreras para que las familias puedan trabajar juntas con su escuela?

<input type="checkbox"/> trabajo 	<input type="checkbox"/> No se como ayudar 	<input type="checkbox"/> Cuidado de niños 
<input type="checkbox"/> El idioma 	<input type="checkbox"/> No me siento bienvenido 	<input type="checkbox"/> transporte 
<input type="checkbox"/> Otro:		

¿Qué ideas tienes para superar estas barreras?



_____ Elementary School
Title I School Level Family Engagement Plan: 2021-2022

Insert School Parent
and Family
Engagement Plan
here in English and
Spanish

_____ Elementary School-Parent Compact 2021-2022

Effective schools are a result of families and school staff working together to ensure that children are successful in school. A compact is a voluntary agreement between these groups that firmly unites them. You are invited to be involved in this partnership.



Insert Compact here
in English and
Spanish