

## TITLE I DISSEMINATION PLAN 2019-2020

1. Written information is provided to each parent indicating that they may request specific information related to the student, the student's classroom teachers and/or paraprofessionals.
2. Each school will send out official SOL notifications once student reports are received at the beginning of the school year.
3. Packet of information is sent to each qualifying child's parent and includes the following:
  - a. What is Title I?
  - b. Program Description: Parent Letter
  - c. Corrective Program: Parent Letter
  - d. Botetourt County Schools Parent and Family Engagement Policy
  - e. Botetourt County Plan for Parent and Family Engagement in Total Title I Program
  - f. Botetourt County Public Schools Title I School/Parent/Student Compact
  - g. Botetourt County Complaint Procedure, Complaint Resolution, ESEA Title Programs
4. Monthly parent newsletters are sent to Title I parents.
5. Division and School websites are updated with the most recent VDOE School Quality Reports (<http://schoolquality.virginia.gov/>).
6. District report cards are sent to parents at the end of each nine weeks. The classroom teacher, in consultation with the Title I teacher, reports on the student's progress in all content areas.
7. Parents are invited to attend Parent-Teacher conferences in November and February.
8. Invitations are sent to parents for school PAC meetings held at least two times during the school year and the end of each school year. The meetings and activities are held at each Title I school.
9. The NCLB application is available for review by each Title I PAC president. The document is also available for review at each school during the year.
10. Invitations are sent to parents for the county DPAC meeting. The meeting includes an informational meeting about Title I and a parent workshop. Children are provided learning activities during the parent workshop.
11. Invitations are sent to parents each spring for end-of -year PAC meetings and activities.
12. Parent surveys are sent out after the DPAC meeting/ workshop and at the end of the year.
13. Teachers initiate parent contacts on an "as need" basis during the school year.

#### Equal Employment Opportunity/Non-Discrimination

The Botetourt County School Board is an equal opportunity employer, committed to non-discrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. Therefore, discrimination in employment against any person on the basis of race, color, religion, national origin, political affiliation, gender, age, marital status, or disability is prohibited. Personnel decisions shall be based on merit and the ability to perform the essential functions of the job, with or without reasonable accommodation.

Students see School Board [Policy JB](#)

Employees see School Board [Policy GB](#)

#### Sexual Harassment/Harassment Based on Race, National Origin, Disability, and Religion

Botetourt County Public Schools is committed to maintaining a learning/working environment free from sexual harassment based on race, national origin, disability or religion. Therefore, Botetourt County School Division prohibits sexual harassment and harassment based on race, national origin, disability, or religion of any student or school personnel at school or any school sponsored activity.

Students see School Board [Policy JFHA/GBA](#)

Employees see School Board [Policy GBA/JFHA](#)

**The following persons have been designated to handle inquiries regarding the above:**

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