

BOTETOURT COUNTY PLAN FOR PARENT and FAMILY ENGAGEMENT IN THE TOTAL TITLE I PROGRAM

1. Parents in Title I schools will be notified in writing that they may request information regarding the professional qualifications of the student's classroom teachers.
2. Parents shall receive written notification of the child's placement in a Title I program with a brief statement giving the reason for placement.
3. All parents of Title I students shall be invited to participate in PAC meetings held at each Title I school. An end of year PAC meeting will be held at which time the past year's activities will be reviewed and parents can give input and suggestions concerning the program. PAC meetings will be held before, during, and after school as well as in the evenings.
4. All parents of Title I students shall be invited by written invitation to a division-wide DPAC meeting. At this time, parents will give input and suggestions for program involvement. Election of DPAC officers will be held during the meeting.
5. All parents of Title I students shall be invited by written invitation to at least one yearly parent workshop. The workshop will focus on ways parents can help their children become more effective learners. The workshop will be planned based on the results of input from parent surveys.
6. All parents of Title I students shall receive invitations to confer with the Title I teacher about the child's progress during the division's two scheduled conference days. Additionally, Title I parents shall be encouraged to schedule conferences with Title I teachers at any time to review student progress, curriculum and/or student assessment.
7. Parents of Title I students shall be encouraged to serve as Title I class volunteers and visit the Title I classroom, following Botetourt County Public School policy.
8. Parents of Title I students shall receive copies of this policy with notification of the child's placement in Title I on a yearly basis.
10. Parents, teachers, any concerned individual or organization may file a complaint in writing if there is an allegation that a requirement applicable to the Title I program has been violated. The Title I Coordinator should be contacted for a written copy of the Botetourt County Complaint Procedure.
11. Parents are invited to examine the NCLB Application, Evaluation, Regulations, Guidelines, written policies for parent involvement, comparability report, and monitoring reports at the Title I school or the Division's Central Office.

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:

Michael Tetreault
143 Poor Farm Road, Fincastle, VA 24090
540-473-8263
mtetreault@bcps.k12.va.us

Jill Green
143 Poor Farm Road, Fincastle, VA 24090
540-473-8263
jgreen@bcps.k12.va.us