

**Wood Elementary School**  
739 Pine Ridge Drive West Columbia, SC 29172  
Phone (803) 755-7474 Fax (803) 755-7482  
Leonard Frierson, Principal

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**Title I Parent and Family Engagement Policy**

1. Introduction

a. Title I, Part A (Title I) of the Elementary and Secondary Education Act (ESEA), provides financial assistance to schools with high numbers of children from low socioeconomic families to help ensure that all children meet challenging state academic standards. The Title I Parent Involvement requires each Title I school to develop a written involvement policy that describes the means for carrying out the requirements of Section 1118. b. Our mission is “Congaree-Wood Early Childhood Center and Wood Elementary School, in collaboration with the community, will empower and equip students to be productive citizens”

2. Title I Committee

a. Committee Membership

i. The Title I Committee will be comprised of parents, teachers, and community members. Parents will be elected to the committee through the School Improvement Council election process. Teachers will be selected by their departments to be a part of the committee. Community members, who will be selected to the committee on a voluntary basis, will attend the monthly meetings.

b. Title I Meetings

i. The Title I meetings will be held on a monthly basis in conjunction with the School Improvement Council meetings. The committee meeting dates and times will be determined by the consensus of the committee.

ii. All parents and stakeholders are invited to attend the Title I meeting and provide input when solicited. Title I funds may be used to pay for reasonable expenses associated with parent involvement activities, such as transportation and childcare.

iii. Meeting agendas, attendance sheets, and meeting minutes will be kept on file by the school Principal.

iv. Minutes of the monthly meeting will be posted in a timely fashion to the school’s webpage.

v. Other meetings and events including parent conferences will be held at different times during the day to accommodate varying parent schedules.

c. Title I Plan

i. The Title I Plan for the upcoming school year is developed by the Title I Committee. The committee reviews the most recent data, such as student achievement data and surveys, to determine the needs of the school. The committee will develop a prioritized needs assessment that will become the Title I Plan.

ii. It is the responsibility of the school principal to ensure the Title I Plan is carried out during the school year. The principal will provide monthly updates to the Title I Committee regarding the completion of the plan.

iii. It is the responsibility of the school principal to report to the Title I Committee of any need to have the Title I Plan amended.

iv. It is the responsibility of the Title I Committee to annually review the School Parent Involvement Policy and the School-Family Compact, open the School Parent Involvement Policy and the School-Family Compact for public comment, and send a final copy of the School Parent Involvement Policy and the School-Family Compact to every family.

3. Communication

a. At the beginning of every year, the school principal will send out a letter to all parents explaining the purpose of being a Title I school and the initiatives the school will be working on to improve student achievement.

b. Throughout the school year, the school principal will communicate updates of the Title I Plan and information about the curriculum, State academic content standards, the State report card, assessments, and how to assist their child at home through meetings, the school’s newsletter, the school’s web page, and other forms of social media such as email blitzes, Twitter, and Facebook.

4. Accessibility

a. To the extent that is practical, the school will provide opportunities for participation and information in a format and/or language understood by parents with limited English proficiency and/or disabilities.