This handbook, *Systemic Family Engagement: A Comprehensive Guide to Implementing an Effective Title I Parent and Family Engagement Program*, is designed to guide school and district staff, such as Title I directors/coordinators and family engagement coordinators, through the process of developing and maintaining an effective Title I Parent and Family Engagement Program. The handbook will explain and clarify the requirements of the parent and family engagement provisions of Title I, Part A, Section 1116, Section 1112(e)(3)(C), and Section 1112(e)(4) of the Every Student Succeeds Act (ESSA).

While this handbook is based on the interpretation of the ESSA, the regulations and the guidance issued by the U.S. Department of Education (US ED), the samples and templates included are not intended to be applicable to every situation. These samples are not official templates and, if used, should be adapted to specific school and district requirements. Prior to using them, the Georgia Department of Education (Department) strongly urges that the samples and templates be carefully reviewed for their applicability to the specific facts of the school or the district's situation. If there is any doubt as to the applicability of the samples, the Department advises each district to consult legal counsel.

This handbook will answer many questions regarding Title I parent and family engagement requirements; however, the Department staff also provides various methods of technical assistance throughout the year. Please feel free to contact the Department’s Family-School Partnership Program with any questions or feedback you may have.
This handbook is organized into six main sections to provide a comprehensive overview of Title I parent and family engagement regulations as well as effective family engagement resources to assist in strengthening Title I parent and family engagement programs.

Section One
TITLE I, PART A OVERVIEW
This section provides an overview of the strong focus that the ESSA has on parent and family engagement. Included in this section is the purpose of Title I, federal definitions, the responsibilities of the Department’s Family-School Partnership Program.

Section Two
INPUT
This section provides Title I schools and districts with a guide for meaningful consultation with parents and family members. Included in this section are Summary of Evaluation Tools, Assessing the Findings of the Annual Title I Parent and Family Engagement Evaluation, Checklist for Input, and Annual Evaluation Materials.

Section Three
POLICIES
This section provides necessary documentation samples and templates to help schools and districts implement the required provisions of Title I parent and family engagement law, as well as enhance their parent and family engagement programs. Included in this section are parent and family engagement checklists and school and district parent and family engagement policy templates.

Section Four
COMPACTS
This section provides Title I schools and districts with a guide of specific criteria to assist them in understanding and meeting Title I School-Parent Compact compliance monitoring requirements. Included in this section are templates, checklists, and sample compacts.

Section Five
BUILDING CAPACITY
This section provides a crosswalk of the National PTA Standards for Family-School Partnerships and Section 1116(e) of the Every Student Succeeds Act, Title I, Part A. Also included in this section is a graphic of the Dual Capacity-Building Framework for Family-School Partnerships which the U.S. Department of Education published in 2013.

Section Six
DISTRIBUTION
This section provides resources for parent notifications required by Title I, Part A in the ESSA. Included in this section are templates for conducting the Annual Title I Parent Meeting to disseminate information and a Checklist for Distribution of required documents.
# Section One

## Title I, Part A Overview

- Purpose of Title I
- Federal Definitions
- General SEA Responsibilities Under ESSA
- Family-School Partnership Program
- Every Student Succeeds Act, Title I, Part A, Section 1116
- Overarching Requirements
- Compliance Implementation Rubric Rating System
- Section 1116(a)(1) and Section 1116(a)(2) Local Educational Agency Parent and Family Engagement Policy - *Policy Development*
- Section 1116(a)(2)(A) Local Educational Agency Parent and Family Engagement Policy - *Written Jointly with Parents*
- Section 1116(a)(2)(B) Local Educational Agency Parent and Family Engagement Policy - *Technical Assistance*
- Section 1116(a)(2)(C) Local Educational Agency Parent and Family Engagement Policy - *Coordination and Integration of Programs*
- Section 1116(a)(2)(D) and Section 1116(a)(2)(E) Local Educational Agency Parent and Family Engagement Policy - *Annual Evaluation*
- Section 1116(a)(2)(F) Local Educational Agency Parent and Family Engagement Policy - *Involvement of Parents*
- Section 1116(a)(3)(A), Section 1116(a)(3)(C), and Section 1116(a)(3)(D) - Title I Parent and Family Engagement Funding Allocations
- Section 1116(a)(3)(B) Parent Input into the 1 Percent Parent and Family Engagement Set-Aside
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