



## **KHEPERA CHARTER SCHOOL**

### **TITLE I – ANNUAL NOTICE**

Khepera Charter School receives federal funding through Title I, Part A – Improving Basic Programs. This federal program provides financial assistance to schools with high percentages of economically disadvantaged students to ensure that children meet challenging state academic standards.

Since more than 40 percent of the Khepera Charter School student body are classified as economically disadvantaged, Khepera uses Title I funding to operate a school wide program to upgrade the instructional program for the whole school. Our school wide Title I program is based on effective means of improving student achievement and includes strategies to support parental involvement.

More than 50,000 public schools across the country use Title I funds to provide additional academic support and learning opportunities to help low-achieving children master challenging curricula and meet state standards in core academic subjects. For example, funds support extra instruction in reading and mathematics, as well as special preschool, after-school, and summer programs to extend and reinforce the regular school curriculum.

In 2009-2010, Khepera will use our Title I funds to:

- Providing instructional aides and non-teaching assistants to provide daily assistance to classroom teachers.
- Providing high quality professional development to all staff.
- Providing a first-class special education program to serve students with special needs.
- Employing educational specialists and support personnel (e.g. Test Coordinator, Literacy Specialist, Chief Academic Officer) to remove academic and social barriers to learning.
- Providing individualized test preparation to students via Study Island.
- Providing support to students performing below proficiency through after school tutoring and summer school programming.
- To purchase upgraded curriculum materials for reading, grammar, phonics, vocabulary, math, social studies, science, etc.

Khepera's Federal Program Coordinator is Ms. Melanie Burke Reiser. She can be reached at 215-497-8301 ext. 5

## **Annual Title I Meeting:**

Khepera invites parents to attend our annual Title I information meeting, which will be held during the September Back-to-School Night. At this meeting we will describe our participation in Title I, Part A programs, explain the requirement of Title I, and explain parents' right to be involved (including developing our Title I Parent Involvement Policy and Parent Compact).

## **Parent Rights Under Title I:**

Under Title I, Part A, Khepera parents have the right to:

- **Be involved in our Title I, Part A programs** – Khepera, with the help of its parents, will develop and implement a Title I Parent Involvement Policy and a School-Parent Compact.
- **Request regular meetings** – Requests for meetings to discuss Title I programs should be put in writing and submitted to the Federal Programs Coordinator in the Main Office.
- **Know teacher and paraprofessional qualifications** – Parents may request, and Khepera then will provide, certain information on the professional qualifications of the student's classroom teachers and paraprofessionals providing services to their children. Requests should be put in writing and submitted to the Director of Operations in the Main Office.
- **Know non-highly qualified teachers** – Khepera will provide to each individual parent timely notice that the parent's child has been assigned, or taught for 4 or more consecutive weeks by a teacher who is not highly qualified as defined by No Child Left Behind guidelines.

## ***Title I Complaint Procedures***

A parent who feels that the school is not meeting its Title I or other responsibilities as outlined in this policy, should first discuss the problem with the school Director of Operations or Federal Programs Coordinator. Examples of violations would be such things as:

- An annual meeting was not convened by the Director of Education to explain Title I offerings to parents.
- Parents were refused information on the professional qualifications of their child's classroom teacher.

If the concern was not resolved at the school level, a parent should begin a formal Pennsylvania Department of Education (PDE) complaint procedure as outlined below. A complaint is defined by the Khepera Charter School as a written, signed statement. It must include the following:

- a. A statement that PDE or Khepera has violated a requirement of federal statute or regulations which apply to programs under the No Child Left Behind Act.
- b. The facts on which the statement is based.
- c. Information on any discussions, meetings or correspondence with PDE or Khepera regarding the complaint.