

Williams Elementary Title I, Part A Parent & Family Engagement Plan 2023-2024

I, Anyana Stokes, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will conduct outreach to all parents and family members and implements programs, activities, and procedures for the involvement of parents and family members in all of its Title I, Part A programs consistent with Section 1116 of the Every Students Succeeds Act (ESSA). Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA Section 1118(a)]
- The school will work to ensure that the required school-level parent and family engagement policy is developed under subsection (b), each school served under this part will develop a Home-School Compact that outlines how parents, the entire staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. [ESSA Section 1116(d)]
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand. [ESSA Section 1116(e)(f)]
- The school will involve parents and family members of children receiving services under this part in the decisions regarding how funds reserved are allotted for parental involvement activities. [ESSA Section 1116(3)]
- The school will be governed by the statutory definition of "parent and family engagement" as defined in ESSA Section 8101, and is expected that to carry out programs, activities, and procedures in accordance with this definition.
- The school will use funds reserved under this part to carry out activities and strategies consistent with the parent and family engagement policy as outlined in ESSA Section 1116(3).

Anyana Stokes

Signature of Principal or Designee

8/10/23

Date Signed

Parent & Family Engagement Mission Statement

Joseph Williams Elementary supports parent involvement and believes that it is essential for each student's academic success. We encourage family involvement in all of our school activities.

Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parental involvement and in the decisions regarding how funds for parental involvement will be used by:

- Parents are invited to join the Parent Teacher Association (PTA) and School Advisory Council (SAC).
- Parents are encouraged to provide feedback and suggestions through a variety of ways including surveys, workshops, and parent meetings.
- As workshops are offered during the school year, parents provide feedback on the effectiveness and are asked to give suggestions on how the school can continue to provide quality support and resources that will help their child become more successful in school.

Coordination and Integration

The school will coordinate and integrate the following Parent & Family Engagement programs and activities with other Federal Programs, to the extent feasible and appropriate, in an effort to teach parents how to help their children at home.

Count	Program	Coordination
1	Kindergarten Roundup	The school will advertise Kindergarten Roundup and district sponsored activities through various methods of presentation. The Title I department provides Parenting Corner workbooks in English and Spanish. Title I also provides parenting magazines with tips and information for parents.
2	Parent and Family Engagement Activity – STEAM Night	The school will coordinate with our business partner GRU to provide hands-on STEAM activities for families.

Annual Parent Meeting

The school will conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (school-wide or targeted assistance), and the rights of parents through the following activities.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	School will hold the Annual Parent Meeting in September and post a recorded version on the school's website.	Principal, Title I Lead Teacher, Title 1 Team	September 2023	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August-September 2023	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August-September 2023	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, alert parents of meeting.	Principal, Title I Lead Teacher	August-September 2023	Photograph of marquee, copy of newsletters and invitations

Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Williams will schedule workshops on a flexible schedule including during the school day to early evening meetings, along with in person and virtual options.
- Williams will ensure that all information from the Title I Annual Meeting and other workshops will be available in the Parent Resource Area and on the school's website

Building Capacity – Parent/Family Workshops

The school will implement the following activities as a means to build the capacity for strong parental and family engagement and to support a partnership among the school, families, and the community to improve student academic achievement.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Building Communities: Meet the Teacher	Title I Lead Teacher, Teachers, & Administrators	Building a bridge between home and school.	September 2023	Agenda & Sign-in Sheets
2	Class Expectations in Curriculum and Behavior: Open House	Title I Lead Teacher, Teachers, & Administrators	Student Academic Achievement	September 2023	Agenda & Sign-in Sheets
3	Home-School Connection: Planning for Success	Title I Lead Teacher, Teachers, & Administrators	Parents and students are introduced to various tools that are used for increasing student achievement and communication between school and home.	September 2023	Agenda & Sign-in Sheets
4	Parent Conferences: Teachers will share student progress and resources.	Title I Lead Teacher, Teachers, & Administrators	To support students and increase student proficiency on statewide assessments, teachers will share with parents how they can use technology to support their child at home.	October 2023, January 2024, March 2024	Agenda & Sign-in Sheets
5	Parent Engagement Activity: Family Game Night	Title I Lead Teacher, Teachers, & Administrators	Title I will provide information, practice, and resources to assist parents in fun ways to engage their entire family while promoting learning at home which will increase student achievement.	October 2023	Agenda, Sign-in Sheets & Flyers
6	Parent Engagement Activity: STEAM Night	Title I Lead Teacher, Teachers, & Administrators	Title I will provide science, technology, engineering, art, and math activities that can be implemented at home to reinforce concepts taught in school and increase student achievement.	December 2023	Agenda, Sign-in Sheets & Flyers
7	Parent Engagement Activity: Make & Take Standards Night	Title I Lead Teacher, Teachers, & Administrators	Title I will inform parents about state assessments, rigor, and academic expectations, they will be provided with information, resources, and strategies they can use to support their child at home.	February 2024	Agenda, Sign-in Sheets & Flyers

Staff Training

The school will provide the following professional development activities to educate the teachers and school staff in how to reach out to, communicate with, and work with parents and families as equal partners and in how to implement and coordinate family programs, and build relationships between families and the school.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Review of District and School-Level Parent & Family Engagement Plans	Title I Lead Teacher & Principal	A positive student impact results from the staff's ability to effectively work with families.	August 2023	Training Agendas, Sign-in Sheets, Training Evaluations, Parent Surveys
2	Review of Home-School Compact and School Improvement Plan	Title I Lead Teacher & Principal	A positive student impact results from the staff's ability to effectively communicate the academic expectations to families.	August 2023	Training Agendas, Sign-in Sheets, Training Evaluations, Parent Surveys
3	Home-School Communication Tool	Title I Lead Teacher & Principal	The faculty and staff's ability to effectively communicate with all parents will lead to an increase in overall student achievement.	August 2023	Training Agendas & Sign-in Sheets

Other Activities

The school will conduct activities, make resources available to parents and families and provide encouragement and support to families so that they can more fully participate in the education of their children by:

- Maintaining a Parent & Family Resource Area consisting of information related to the school and Title I Program as well as academic resources available for home use.
- Making the Parents Make a Difference newsletter available through the school website, The Parent & Family Resource Notebook, and a hard copy upon request.

Communication

The school will provide parents of participating children with:
Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.
- Providing various forms of communication (including emails, phone calls, the school website, letters home, parent-teacher conferences, the school marquee, informative flyers, etc.) to ensure that all parents and families are informed about Title I programs and activities throughout the school year as well as posting any recordings.

Descriptions and explanations of the academic curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet through;

- Information shared at the Annual Meeting.
- Parents will be informed about their child's progress on a regular basis including district- and statewide assessments, and other applicable assessments.

Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children;

- Parents are strongly encouraged to attend at least one parent-teacher conference during the school year.
- Parent conferences are held once per semester to ensure that parents are able to meet with their child's teacher once per semester.

A means to document parent comments/concerns regarding the school wide program plan when it is not satisfactory to the parents of participating children. The school will include documentation of parent comments/concerns with the plan that will be made available to the local education agency by;

- Evidence of parental input, including evidence of dissatisfaction, will be submitted to the Title I office as part of the regular Parent & Family Engagement review process.
- The school will review all parent comments/concerns and will use the information to continue towards improving parent and family engagement throughout the community.
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Accessibility

The school will provide full opportunities for participation in parent & family engagement activities for all participants (including parents with limited English proficiency, disabilities, migratory, and homeless children) by:

- Utilizing quarterly Skyward reports as a means to identify families who may need accommodations in order to actively participate in school activities.
- Parents can contact the school if they need documents translated into other languages.