

C.W. NORTON ELEMENTARY SCHOOL Title I, Part A Parent & Family Engagement Plan

I, Elena Mayo, 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 implement 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 program's 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 "parents and family engagement" as defined in ESSA Section 8101 and is expected 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).

Elena Mayo

Signature of Principal or Designee

5/3/2023

Date Signed

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	A positive student impact will result from the staff's ability to effectively work with families.	August 2023	Training agendas and sign-in sheets Training evaluations Parent Surveys
2	Review of Home-School Compact and School Improvement Plan	Title I Lead Teacher and Principal	A positive student impact will result from the staff's ability to effectively communicate the academic expectation to families.	August 2023	Training agendas and sign-in sheets Training evaluations Parent Surveys
3	Review Title I Parent Resource Area & Materials Available	Title I Lead Teacher	Increased parent involvement	August 2023	Agenda, sign-in sheets
4	Planner Training for Teachers	Title I Lead Teacher	Increased parent-teacher collaboration leading to student school success	August or September 2023	Agenda, sign-in sheets, evaluations
5	Engaging Parent Strategies	Principal, AP, IIC/Title I Lead	Increased parent involvement in their child's education, leading to student academic growth	August 2023 – May 2024	Meeting/Training agendas, sign-in sheets, evaluations

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.
- Teachers will provide regular newsletters and the school's website will be updated regularly to inform parents of activities and events. The school marquee will also be utilized for parent information of activities and events.

Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by:

- Conducting the Annual Meeting
- Individual classroom teacher reminders via grade-level/class newsletters and email
- Fliers, Newsletters, Skyward email, and marquee postings about upcoming parent-involvement events
- Parent letters for students receiving additional Title I instruction or tutoring

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, Open House and posted online
- Information shared at Standards & Curriculum Family Night
- Information shared at Parent/Teacher conferences, as well as any additional parent workshops
- Information shared in multiple languages via handouts and translations

Newsletter

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

- Conference nights to develop Progress Monitoring Plans
- School Advisory Council and PTA meetings
- Parents are invited to all IEP, 504 and EPT meetings. Additional meetings can be scheduled by parent request.
- Parent meetings are also held before or after school and during evening conference nights upon request. Participants may include additional staff members in addition to the teacher in order to provide a support team to assist the student become more successful by the home and school families working together.

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 Plan review process.
- Climate Surveys
- Stakeholder Surveys

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.
- Implementation of ESOL Leadership Committee Meetings when 10+ ESOL students attend Norton.
- Integration of ASL interpreters during school wide events for DHH students and families as requested.
- Preferential seating during school performances and ceremonies, for family members and stakeholders with disabilities, as requested.

