

## **James A. Long Elementary School Title I, Part A Parental and Family Engagement Plan**

I, Mary Beth Hedstrom, 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 be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

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**Signature of Principal or Designee**

**Date Signed**

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## **Involvement of Parents**

The school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used by engaging with them through the Annual Title I Meeting, parent nights, ongoing electronic communication via email, text and the automated call-out system. The 5Essentials survey system will be used to identify areas of strength and weakness, including barriers for participation.

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## **Coordination and Integration with Other Federal Programs**

The school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI through the opportunities provided by the Federal Programs Office of the District.

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## **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, Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. The annual Title I meeting will be held on September 21, 2017 in conjunction with Open House. Paula Adams, Assistant Principal, will conduct the sessions and will include an end-of-activity assessment (survey) to demonstrate the effectiveness of the activity.

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## **Flexible Parent Meetings**

The school will offer a flexible number of meetings, such as meetings in the morning or evening, and include electronic meetings as an alternate to face-to-face, using email and Google platforms..

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## **Building Capacity**

The school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement by hosting parent nights, such as Open House on September 21, 2017, Winter Parent Night on December 7, 2017, and Spring Night. The school will provide materials and training to help parents work with their child to improve their child's academic achievement through the classroom teachers and [will provide other reasonable support for parental involvement activities under Section 1118 as parents may request.

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## **Staff Training**

Professional development activities will be provided to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools through opportunities provided by the District. Ongoing Professional Learning Community meetings will be held weekly and parental involvement professional development will be incorporated in discussions and activities. Teachers will be evaluated on their Professional Responsibilities, which include adhering to School and District Policies and Procedures that include fostering a climate of parental involvement.

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## **Other Activities**

Other activities, such as enhancing the school's PTO involvement will be conducted to encourage and support parents in more fully participating in the education of their children.

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## **Communication**

The school will provide parents of participating children the following:

- Timely information about the Title I programs;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
- If the school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency; by:
  - o Uploading the PFEP to the school's website with directions on whom to contact if the plan is unsatisfactory and adding a comments section with parent comments to this document.
  - o The Annual Title I Meeting
  - o Title I Flyer available in the Office
  - o SPAR
  - o An open-door policy that enables parents to freely engage with the school on issues.

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## **Accessibility**

The school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Information related to school and parent programs, meetings, school reports, and other activities will be shared in an understandable and uniform format and to the extent practical, in a language parents can understand.