

## Ochwilla Elementary School - Title I, Part A Parental and Family Engagement Plan

Title I, Part A, Section 1116 of the Every Student Succeeds Act (ESSA) requires that each school served under Title I, Part A, develop jointly with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy/plan.

I, Evelyn Langston, 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 1116(b)(1) and (c)(3)];
- Jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by parents, that shall describe the means for carrying out the requirements of subsections (c) through (f) and make available the parental involvement plan to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(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 1116(c)(3)];
- Use the findings of the parental involvement policy review to design evidence-based 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 1116(c)(5)];
- 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)].

  
Signature of Principal or Designee

  
Date Signed

**Mission Statement: Ochwilla Elementary School will ensure the success of every student at high levels of learning by creating a safe, collaborative culture that uses standards-based differentiated instruction.**

#### **Response**

The Ochwilla Elementary School administration, faculty and staff know that parents play a vital role in their children's education. Their support and involvement is critical to the success of the school. In light of this knowledge, the Parent Involvement Plan was developed to ensure that every effort is made, at the school level, to encourage and assist parents in partnering with us to enhance their child's education. Parents are encouraged to join and contribute to groups such as the School Advisory Council, Parent Teacher Organization (PTO) and the Parent Involvement Committee, which meets on a monthly basis. We encourage parents to establish regular communication practices with their child's teacher through the use of tools such as: Nikki's Folders, email, student planners, and parent teacher conferences. Our goal is to help parents become better informed of their child's academic progress and instructional needs and to make parents aware of how vitally important and valued they are to the Ochwilla Elementary School family.

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#### **Involvement of Parents**

Describe what actions the school will take to 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 [Sections 1116(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

#### **Response**

The Parent Involvement Committee is responsible for the planning, review and improvement of the parent involvement portion of the Title 1 School Improvement Plan. School staff members were given the opportunity to volunteer for membership on the committee. Parents were also given the opportunity to request membership on the committee, and are always welcome to attend the monthly meetings.

Parents are included in parent meetings, and are informed of PIDAC meetings. Suggestions made by parents are considered.

All meetings are advertised on our school Facebook page, the marquee in front of the school, the alert now system, and additionally through notes and flyers sent out by the school specific to each meeting.

The Title 1 Bifold has the Right to Know information, Parent self Assessment information, and pertinent Title 1 resources available along with the website for the District.

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#### **Coordination and Integration**

Describe how 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, with other Federal, State, and local programs, including public preschool programs, and conduct other activities, that encourage and support parents to fully participate in the education of their children. [Section 1116(e)(4)].

#### **Response:**

Count	Program	Coordination
1	Kindergarten Parent First Day Orientation	Parents are invited to enjoy coffee and donuts with the kindergarten teachers as they discuss the kindergarten curriculum, and share ways they can support their child's education at home



2	Walker Headstart	OES coordinates an orientation and transition program with the area Headstart in April and May.
3	Pre-registration of Kindergarten and Pre-Kindergarten	Parents are invited to pre-register their children for Pre-K or Kindergarten in May for the following year.
4	Migrant Services	Provides translation services for parents in need. Two liaisons are available for meetings.
5	Title X	Project Praise provides a liaison for students and parents through the Federal Programs office
6	Home and School Connection	Home and School Connection is a monthly newsletter created by resources for educators that gives parents tips and strategies to use at home to help their child be successful in school. Copies are sent home each month with the students.

### Annual Parent Meeting

Describe the specific actions the school will take to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend, to inform them about the Title I program, the nature of the Title I program (schoolwide or targeted assistance), and the rights of parents to be involved [Section 1116(c)(1)].

#### Response:

Count	Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
1	Annual Title 1 Meeting and Open House	Administration	August 30, 2018	The sign in sheet, agenda and parent questionnaires will be kept in the Title 1 audit box.

### Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how Title I funds will provide transportation, child care, or home visits, as such services related to parental involvement [Section 1116(c)(2)].

#### Response:

Ochwilla Elementary School coordinates with parents to conduct parent/teacher conferences, MTSS meetings, IEP meetings, and 504 plan meetings at times convenient for parents from 7:00 a.m. to 6:00 p.m depending on the situation and timeliness of the request. Transportation is provided by the school administration or a school liaison as needed. Home visits are also provided on an as needed basis.

### Building Capacity

Describe how 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 [Section 1118(e)].

Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the

school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116(e)(14)].

**Response:**

Count	Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title 1 Annual Meeting and Open House	Administration and teachers	Increased awareness of the importance of parent involvement. Parents will gain a better understanding of skills required for increased levels of achievement.	August 30, 2018	Post evaluation of meeting information.
2	Student planners, phone calls home, conferences	Classroom teacher	Parental assistance in monitoring students' academic and behavioral success should result in higher academic achievement.	Daily/ Weekly	Two way communication between home and school for all students. Documentation in planners, notes, phone logs, conference record sheets.
3	SAC Meetings	Ann-Marie Thurber	An increase in parent involvement will increase students' behavioral and academic achievement.	Monthly	Sign in sheets. Increase in student achievement on state and district assessments. Fewer discipline referrals. Increased parent involvement in school activities.
4	PTO Meetings	Mindy Shull	An increase in parent involvement will increase students' behavioral and academic achievement. Funds raised will support school and classroom initiatives and incentives	Monthly	Sign in sheets. Educated parents increase awareness and need for parent/student engagement.
5	Parent Involvement District Advisory Council (PIDAC)	Dr. Melissa Coleman	Educating parents on standards, assessments, and assessment results	Monthly	Sign in sheets. Educated parents increase awareness and need for parent/student engagement.
6	Dad's Take Your Child to School Day	Parent Involvement Committee	Fathers and other important male role models will understand	9/26/2018	Sign in sheets, signed parent pledge, Educated



			the impact they have in their children's education and will be more actively involved promoting greater student achievement.		parents increase awareness and need for parent/student engagement.
7	Fall Festival	Fall Festival Committee	Money raised from the festival will go toward funding classroom and school-wide initiatives and incentives.	10/26/2018	Report of money raised and how that money was used to benefit students.
8	Read for the Record	Parent Involvement Committee	Students in grades K and 1 will improve their literacy skills. Parents and children will be reading together.	10/16/2018	Sign in sheet, Report of how many total minutes were read.
9	Bingo for Books	Parent Involvement Committee	Students in grades 2 & 3 will participate in a bingo game to win books to add to their home library. Providing reading materials for the home will encourage children to reach the school wide goal of reading for 20 minutes every night.	11/15/2018	Sign in sheet, student reading logs
10	Poetry Jam	Parent Involvement Committee	Students in grades 4 and 5 will recite their favorite poems or poems they have written themselves. This activity will build comprehension and understanding of the elements of poetry. It will also help develop public speaking skills.	3/ /2019	Sign in sheet, video of student performances, improved student performance on standard addressing elements of poetry
11	Science Night	Parent Involvement Committee	Students in grades 3-5 will show improved understanding of the science standards explored in science night.	2/21/2019	Sign in sheet, improved scores on state and district assessments
12	Kindergarten Parent Night	Parent Involvement Committee	Parents will understand the standards' based report cards. They will also understand the rigorous standards their students are expected to meet and will be prepared to help them meet those expectations.	10/11/2018	Sign in sheet, powerpoint and information packet from the meeting.

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## Staff Training

Describe the professional development activities the school will provide 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 [Section 1116(e)(3)].

### Response:

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Project Praise Awareness Training	Courtney Carter	Teachers will have a better understanding of how to identify homeless students which in turn will help these students have access to services that will assist them in being more successful in school.	Pre-Planning	Spreadsheet showing the tracking of academics by Courtney Carter
2	Parent Involvement Meetings	Administration	Teachers will receive training on the various ways they can increase parent involvement. Parents will be more involved producing greater student achievement.	Monthly	Sign in sheets from parent activities planned by teacher teams.

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1116 (e)(4)].

### Response

The Accelerated Reader program, PBS system, teacher and school websites, and newsletters at Ochwilla all involve a component of school-to-home communication.

Other positive and welcoming parent activities to build a culture of involvement include: The Christmas Programs, Santa Shop, and Family Reading Programs.



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## Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1116(c)(4)(A)];
- 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 [Section 1116(c)(4)(B)];
- 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 [Section 1116(c)(4)(C)]; and
- If the schoolwide 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 [Section 1116(c)(5)].

### Response

The Title 1 Annual Meeting will include an explanation of what Title 1 entails. It will also include a list of assessments students are required to take in each grade level and a summary of how these assessments will be used to determine student progress and what proficiency levels are expected.

The Title 1 parent survey and the Five Essentials survey gather input on the educational plan from parents that will be submitted and considered when making changes at Ochwilla. Data gathered from the surveys was used when making decisions on policies and programs to implement.

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## Accessibility

Describe how 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). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

### Response:

We provide onsite language translation where possible and accessibility for students with disabilities regardless of need. We encourage community donations, provide Project Praise assistance as needed, and offer family meeting provisions when possible such as childcare and refreshments. OES is wheelchair accessible for families who may need this provision when visiting the school.

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**Discretionary Activities -** Indicate which (if any) of the following discretionary school level parental involvement policy components the school will implement to improve parental involvement.

\_\_\_\_\_ Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

\_\_\_\_\_ Provide necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training;

\_\_\_\_\_ Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

XX \_\_\_\_\_ Train parents to enhance the involvement of other parents;

\_\_\_\_\_ In order to maximize parental involvement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school;

\_\_\_\_\_ Adopt and implement model approaches to improving parental involvement;

XX Establish a schoolwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;

\_\_\_\_\_ Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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### **Evidence of Input from Parents**

- Add documentation of parent input into the plan. (Agenda, sign-in sheet, minutes) to the Drive folder.

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### **Parent-School Compact**

- Add a copy of the 2018-2019 Parent-School Compact to the Drive folder.

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### **Evidence of Parent Involvement in Development of Parent-School Compact**

- Add documentation of parent input into the compact. (Agenda, sign-in sheet, minutes) to the Drive folder.

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### **Evidence of a stand alone Title I Annual Meeting**

- Add documentation of the Annual Title I Meeting (Agenda, sign-in sheet, minutes) to the Drive folder.

### **Evaluation of the previous year's Parental Involvement Plan**

#### **Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

#### **Response:**

During the 2017-2018 school year Ochwilla Elementary School hosted many opportunities for parents to be an active part of our school community. For example, parents and students were invited to participate in our annual fall festival which raised approximately \$500. The funds were earmarked for classroom use. Parents were also invited to attend our annual Christmas pageant where they were given an opportunity to hear their child perform several holiday selections. Additionally, PTO and SAC meetings were held and parents took an active part in the decision making process as it related to the extracurricular activities throughout the school year. Finally, Ochwilla hosted Dads take your child to School Day and our annual Cardboard Arcade encouraging parents to build lasting relationships with their children creating lifelong memories.

#### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous



school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

**Response:**

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

**Response:**

Transportation was a barrier for many parents. Parent work schedules also affected the ability of some parents to attend certain activities. To overcome these barriers we offer flexible parent meetings in the morning before school or in the evening after school. Teachers who stay late to attend meetings and other functions are offered comp-time. Parents with transportation issues are involved by phone, email, web page, and in some instances, parents are offered transportation by the administration.

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

**Response:**