

## ALTHA PUBLIC SCHOOL

### 2022-2023 Title I, Part A, Parent and Family Engagement Plan

I, **Sue Price**, 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 8101(39), 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/revised with parents the school parental involvement policy and distribute it to parent of participating children and make available to the parental involvement plan to the local community [Section 1116(b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of program under this part, including the planning, review and improvement of the school parental involvement policy and the joint development of the school-wide program plan under section 1114(b)(2) [Section 1116(c)(3)];
- Conduct an evaluation of previous year's parent and family engagement and 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 1116(a)(2)(D) and (a)(2)(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(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 1112(e)(1)(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 with the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualification of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)].

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Signature of Principal or Designee

Date

## **Mission Statement**

Altha Public School recognizes that a Pre-Kindergarten through 12<sup>th</sup> grade school has greatly varied age differences and needs which provide unique opportunities and challenges. Therefore, Altha Public School believes it is crucial for teachers, students, parents and community members to collaboratively provide students with experiences that will enable them to become productive citizens.

## **Involvement of Parents**

How will the school involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [ESEA Section 1116].

**Response:** Parents are invited and encouraged to attend regular scheduled School Advisory Council (SAC) Meetings. SAC meetings are held at least four times during the year. District schools follow the requirements of Florida Statute 1001.452 in the selection of members to serve on the SAC. These meetings are used to involve parents and families in the development, review and evaluation of the Title I plan, Title I Needs Assessment, Parent and Family Engagement Plan, the School Compact, and the School Improvement Plan. The SAC also approves the budget for the spending of funds reserved for parent and family engagement activities.

The SAC Meeting minutes will reflect input from parents and school staff. Minutes from the prior meeting are approved at each meeting to ensure accuracy of discussions and decisions. Parent feedback is also solicited through an annual Title I Survey. Information from these surveys are used in the development of plans. The School Advisory Council is the forum for continuous improvement of school operations, programs, events, and meetings.

**School-Home Compact**

Develop a school-home compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents & teachers will communicate.

How were parents invited to develop or revise the compact?	Parents reviewed, discussed and submitted suggestions for revising the comprehensive needs assessment, Title I Parent & Family Engagement Plan and Title I Parent Compact for the 2022-2023 school year as part of a School Advisory Council (SAC) meeting on May 10, 2022.
Date of parent meeting to develop or revise the compact	May 10, 2022
What communication methods will be used between teachers & parents as well as school & parents?	Teachers will use Parent Square, the school website, Remind, school-based social media accounts, parent/teacher conferences, email, class newsletters and phone calls to communicate with parents. The school will use traditional mail, marquees/signage, phone calls, notices through Parent Square, emails, SAC meetings, social media, Remind, e-newsletters and streaming videos to communicate timely information so parents can best support and participate in their child's education.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	All elementary teachers have individual parent conferences with parents during the 1 <sup>st</sup> semester to discuss their child's progress and ways parents can help their children academically at home.

**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. [Section 1116(e)(4)].

Program	Coordination
ESE	Parent Involvement activities are coordinated by including input from parents of ESE students and working together with the ESE district office to ensure students' unique needs are met.
Title I, Part C	The district and school coordinate with Panhandle Area Educational Consortium to provide parental involvement activities and translation services to ensure their involvement in the school.
Title II	This program supports job-embedded professional development in the areas of reading, math, and science. Stipends for teachers to receive professional development to support improved student achievement during the summer are provided. Support for Beginning Teachers and other professional learning resources to support teachers and school administrators are also provided.
Title IV, Part A	This program provides students with a well-rounded education, supports safe and healthy students, and supports the effective use of technology. A STEM Camp is provided for students in grades 4-8.
Title VI, Part A	
Title IX, Part A	
Carl Perkins Career and Technical Education Act	Funds are provided to increase the quality of CTE programs for grades 6-12.
Other	

### Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequate Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1116(c)(1) and (4)].

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
Development Meeting Materials	School Administration	August-September	<ul style="list-style-type: none"> <li>● Agenda</li> <li>● Sign-In Sheet</li> <li>● Handouts</li> <li>● Customized Title I PowerPoint</li> </ul>
Advertise and Publicize Event	School Administration	August-September	<ul style="list-style-type: none"> <li>● Meeting Invitations provided to parents via backpack</li> <li>● School Marquee</li> <li>● School Newsletter</li> <li>● Reminder via Parent Square</li> </ul>
Annual Title I Meeting	School Administration	August-September	<ul style="list-style-type: none"> <li>● Number of attendees</li> <li>● Evaluations</li> </ul>
Review of Parent Evaluations	School Administration	September	<ul style="list-style-type: none"> <li>● Summary of parent responses</li> </ul>

### Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening. How will the school provide with Title I funds, transportation, childcare, or home visits if applicable. [Section 1116(c)(2)].

**Response:** Parent involvement activities are offered throughout the school year at various times to include morning, after school, and evening to accommodate parent work schedules.

The PowerPoint presentation, along with handouts, will be posted from the annual meeting on the school website so parents have access to the information, especially for parents who are unable to attend the meeting.

**Building Capacity for Improvement [Section 1116(e)]**

Describe how the school will assist parents:

- To understand the challenging State academic standards and State and local academic assessments
- To monitor their child's academic progress.
- By providing materials and training to help parents to work with their children at home.
- By providing other reasonable parent and family engagement activities.

Topic	Title of Activity	How will this impact Student Achievement?	Tentative Date/Time	How will this support learning at home?	Documentation Evidence
Curriculum Areas	9 <sup>th</sup> & 12 <sup>th</sup> grade Orientations	Students and parents will be provided information related to academic expectations, scholarships, and available resources.	August-November 2022	Parent/Student and school collaboration in selecting appropriate courses for each student.	Sign -in sheets
State Academic Standards and Assessment	Open House	Academic resources and online programs will be shared with parents that will facilitate continuous connection to information related to their student's academic progress.	August 2022	Increase parent awareness of requirements and expectations so they can effectively assist their student in reaching academic goals.	Sign-in sheets and/or photos of event
Progress Monitoring	Parent Conferences	Parents will be informed of curriculum and grade level expectations and their student's level of performance.	Ongoing August 2022- May 2023	With knowledge of curriculum and student expectations, parents will be able to support their student in completing academic assignments and assist in striving to meet academic goals.	Meeting Agenda and/or Sign-in sheets
Other Activities	STEM Open House/meetings	Students will explore and experiment with scientific topics and build critical thinking skills.	Summer 2023	Parents can learn about and share with students how their work or activities at home relate to various scientific topics.	Sign-in Sheets

	8th grade Orientation to High School	Students and parents will be provided information related to academic expectations, scholarships, and available resources.	April 2023	Parent/Student and school collaboration in selecting appropriate courses for each student.	Sign-in sheets
	Kindergarten Night	Parents will learn how to help their students with prerequisite skills that will promote a firm foundation for beginning kindergarten.	April 2023	Ideas and strategies to empower parents will be shared to support their student's academic development.	Sign-in Sheets
	Family Literacy Night	Simultaneously emphasizing strategies at school and at home that can help increase student achievement	Sept-May 2023	Ideas and strategies to empower parents will be shared to support their student's academic development.	Sign-in sheets
How will workshops and events be evaluated? How will the needs of parents be assessed to plan for future events?			Review of Surveys		

**Staff Development**

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, school leaders, and other staff with the assistance of parents/families and the school:

- In the value and utility of contributions of parents and families.
- How to reach out to, communicate with and work with parents and families as equal partners, and
- In implementing and coordinating parent programs and building ties between parents and families and the school. [Section 1116(e)(3)]

Topic-Title of Activity	Person Responsible	Anticipated Impact on Student Achievement	Tentative Date/Time	Documentation Evidence
Intervention Support	Curriculum Coach	Improved targeted strategies for student success in all academic areas	September 2022- May 2023	Sign-in sheet and/or Agenda

**Communication**

Describe how the school will provide parents of participating children the following:

- 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 the students are expected to meet [Section 1116(c)(4)(B)];
- If requested by parents, opportunities for regular meeting 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 school-wide program plan is not satisfactory to the parents of participating children, the school will submit the parents' communication with the plan that will be made available to the local education agency. [Section 1116(c)(5)]

Communication Focus Area	Type of Activities	X	Evidence of Activity
How does the school communicate timely information about the Title I program?	Title I Annual Parent Meeting	X	PowerPoint Presentation
	School Advisory Council	X	Agenda & Sign in Sheets
	Electronic Communication		
	Mail Out to Parents		
	Family Nights	X	Sign-in sheets
	School Website	X	Website screenshots
	Parent Square	X	Report of usage
	Flyers/Brochures	X	Copies
	Other		
How does the school communicate timely information about curriculum, assessment, and achievement?	Title I Annual Parent Meeting	X	PowerPoint Presentation
	Family Nights	X	Sign in Sheets
	Newsletters	X	Copies
	Open House	X	Sign in sheets
	School Advisory Council	X	Agendas/ Sign-in sheets
	School Website	X	Website screenshots
	FOCUS	X	Website reports
	Parent Conferences	X	Sign in sheets
	Other-Parent Square	X	Website reports



How does the school offer opportunities for regular meetings for parents to participate in making decisions and give feedback?	School Advisory Council	X	Sign in sheets
	PTO Meeting	X	Sign in sheets
	Parent Conferences	X	Agendas & Sign in sheet
	Annual Title I Survey	X	Survey Results
	Other		

**Accessibility**

Describe how the school will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under Section 1111 in a format and, to the extent practicable, in a language such parents understand. [Sections 1116(e)(5) and 1116(f)].

**Response:** Every effort will be made to engage and provide resources for parents with disabilities or for parents who do not speak English. The LEA contracts with the Calhoun County Health Department to provide a Spanish interpreter when needed for parent meetings and engagement activities. Parent communication is translated upon request. The school will use various means of communication to provide opportunities for the informed participation of all parents and family members. Parent Square will be utilized to inform parents of upcoming events. The school website and the school's social media accounts will also be updated with current information and upcoming events. Classroom newsletters are sent home with elementary students telling parents of current events happening in the classrooms.