

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

I, Heather Harbour, do hereby certify that all facts, figures, and representations made in this application are true, correct and consistent with the statement of assurance for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedure 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 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 116(3)]
- This school will be governed by the statutory definition of "parents 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).

Heather Harbour

Signature of Principal or Designee

9/7/23

Date Signed

Parent & Family Engagement Mission Statement

Response: The Family Engagement Mission for Terwilliger Elementary is to provide support to our families as a means to ensure that all learners acquire the skills, knowledge, and attitudes needed to become independent thinkers in order to succeed now and in the future.

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:

- The parents will be involved by requesting input and reviewing plan with the school's SAC
- The parents will be involved by requesting input and reviewing plan with the school's PTA
- Parents are invited to join both organizations
- Notices of meetings will be sent home via newsletters, flyers, and posted on the school website and on the marquee
- End of the year parent survey will be sent home for evaluation and input for the 2023-2024 school year.

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	ELL Parent Meetings	Two parent meetings will be held for the parents of ELL students. The date to be determined by educators involved.
2	Voluntary Pre-K	The school will provide a time and space for VPK to hold parent workshops
3	Voluntary Pre-K	VPK teachers will meet with the kindergarten team leader to discuss needs of their students thus ensuring a smooth transition.
4	System of Care	System of Care will meet with parents of students on an as needed basis to assist with mental health.

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	Principal, Title I Lead Teacher Title 1 Team	September	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	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August-September	Copies of presentation and all handouts
4	Send notices in the school newsletter, send invitations via backpacks, and Skyalert parents of meeting.	Principal, Title I Lead Teacher	August-September	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:

As per 2023-2024 Parent Engagement Needs Survey we will be offering the following Title I sponsored activities:

- Hosting quarterly Coffee and Chat with parents.
- Hosting quarterly afternoon and evening workshops.
- Home visits as needed

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	Parent workshop for Grades K - 5	Homeroom Teachers grade K-5	Student planner(2-5) and Nikki folder (K-5) will be a tool for <ul style="list-style-type: none"> • Daily communication • Assisting with organization • Informing about upcoming projects and assignments 	Sept. 2023	<ul style="list-style-type: none"> • Sign In Sheet • Signatures in planner • Completion of assignments
2	KG-5th grade Parent Coffee and Workshops	Principal and IIC	Increase in parent participation and dialogue in order to increase student achievement	Nov. 2023-Jan 2024	<ul style="list-style-type: none"> • Sign In Sheet • Agenda • Increased academic achievement
3	Primary Reading Strategies for Effective Readers K-2	Principal Assistant Principal Title I Lead Teachers School Faculty	Increase parent awareness of literacy and genres that will aid in nightly reading. Will address the importance of fluency, comprehension questions and parts of a story.	Oct 2023	<ul style="list-style-type: none"> • Sign In Sheet • Workshop Agendas • Parent Feedback
4	Close Reading Strategies for Effective Readers 3-5	Principal Assistant Principal Title I Lead Teachers School Faculty	Increase parent awareness of literacy and genres that will aid in nightly reading. Will address the importance of fluency, comprehension questions and parts of a story.	Oct 2023	<ul style="list-style-type: none"> • Sign In Sheet • Workshop Agendas • Parent Feedback
5	Community Building Through SEL and Attendance	Principal Assistant Principal Title I Lead Teachers School Faculty	Increase parents' understanding of social emotional learning. Address the importance of attendance and how it affects both academics and SEL practices.	Dec 2023	<ul style="list-style-type: none"> • Sign In Sheet • Workshop Agendas • Parent Feedback
6	Math Night	Principal Assistant Principal Title I Lead Teacher School Faculty	To provide parents with strategies to increase their students' achievement and engagement in math. Breakout sessions for primary and intermediate.	Feb. 2024	<ul style="list-style-type: none"> • Sign In Sheet • Workshop Agendas • Parent Feedback

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	Collaborative Planning	IIC, Principal, Assistant Principal	Teachers will plan and implement lessons in the classroom to improve student academics..	August 2023 - May 2024	Increase student proficiency in ELA and Math
4	Learning Walks and Data Chats	IIC, Principal, Assistant Principal	Teachers will reflect on ways to improve their instruction to improve student academics.	November 2022 - May 2023	Increased Student engagement

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.
- **Encouraging parents to join the PTA and participate in meetings.**
- **Encourage parents to attend SAC meetings**
- "Come Eat With Your Child" picnic lunch (November)
- Weekly Character Award Assembly.
- Host a quarterly Honor Roll Assembly (P.M.)

Communication

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

- Conducting the Annual Meeting
- Open House
- Flyers sent home for all Title I events
- Sky Alerts for all Title I events

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

- Information shared at the Annual Meeting
- Meet the Teacher
- Open House
- Parent Teacher conferences
- Quarterly Coffee and Conversation meetings

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

- SAC Meetings
- PTA Meetings
- Data chats
- Parent Teacher conferences

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.
- Workshop evaluation will be used as input to plan for the next Title I Parent Involvement activity.
- Program evaluation will be sent home in May 2024. Data from these will be used as a guide when writing the 2024 -2025 Parent Involvement Plan.

Accessibility

The school will provide full opportunities for participation in parent and 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.
- Utilize System of Care and VCC to assist in communication expectations with families for the best interest of students.
- Providing ELL Home Liaison contact information to our ESOL parents.