

**GLEN SPRINGS ELEMENTARY SCHOOL**  
**Title I Part A Parent & Family Engagement Plan**  
2023-2024

I, **Ricky Bell**, 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 Student Succeeds Act (ESSA). Such program activities and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA Section 111B(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).

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Signature of Principal or Designee

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Date Signed

## Parent & Family Engagement Mission Statement

**Response:** The Glen Springs Elementary faculty and staff believe that positive parent and family involvement is essential to student achievement. We encourage and support active parent and family engagement in all school activities.

## Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parent involvement and in the decisions regarding how funds for parent involvement will be used by:

- Inviting input from parent members of the School Advisor Council (SAC).
- Inviting input from members of the Glen Springs Parent Teacher Association (PTA).
- Compiling data collected from parent feedback on School Climate Surveys.
- Compiling data collected from parent feedback on Parent Involvement Activity forms.

## 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.

	Program	Coordination
1	Early Childhood Education and VPK	Conduct Kindergarten Round Up and provide materials for parents to use at home to help transition students to Kindergarten. Involve current Kindergarten teachers at Glen Springs in Kindergarten Roundup activities.

## 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 school-wide Title I program, and the rights of parents through the following activities.

	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	GSE will hold the Annual Parent Meeting in September	Principal, Title I Lead Teacher and team	September	Parent Input Evaluations, sign-in sheets, agendas, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August	Completed Agenda

3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, send Skylert to notify parents of meetings, post announcements on school marquee.	Principal, Title I Lead Teacher	August	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 with one or more of the following:

- Conducting workshops/activities during various times: mornings, afternoons and evenings.
- Conducting multiple sessions of workshops/activities to accommodate family schedules.
- Posting workshop information on the Glen Springs' website and notifying parents through a variety of additional communication methods (newsletters, phone-home, emails, texts).
- Including students in family training so that parents can easily participate in workshops.

### 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.

	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Open House (meeting)	Principal /Title 1 LeadTeacher/ Teachers	Provide parents with knowledge, expectations and strategies to help prepare their child for success in school.	September	Agendas, Sign-in sheets, parent evaluations
2	Student Planner Training	Title 1 Lead/ Teachers	Provide parents with knowledge, expectations and communication strategies to help ensure their child's success in school.	September	Agendas, Sign-in sheets, parent evaluations

3	Family Tech Night	Title 1 Lead Teacher /Teachers/District Tech TSA	Improves the ability of parents to help their children build strong technology skills to access curriculum and supplemental materials	September	Invitations, Agenda, sign-in sheets, parent evaluations
4	ELA UFLI workshop	Title I Lead Teacher/ K-2 Teachers	Provides primary parents with hands-on learning to support their students with UFLI assistance at home.	October	Invitations, Agenda, sign-in sheets, parent evaluations
5	Middle School Transition Night	Counselor	Provides families with information about middle school programs, expectations and requirements	Dec./Jan.	Invitations, Agenda, sign- in sheets, parent evaluations
6	Family Involvement Activity-STEAM	Title 1 Lead Teacher /Teachers	Improves the ability of parents to help their children build strong science, technology, engineering, art, and math skills.	Feb	Invitations, Agenda, sign-in sheets, parent evaluations

### 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.

	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	Training agendas, sign-in sheets, evaluations and 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 academic expectations and commitments to families.	August	Training agendas, sign-in sheets, evaluations and Parent Surveys

3	Student Planner Training	Title 1 Lead Teacher	A positive student impact will result from the staff's ability to effectively communicate academic expectations to families.	September	Sign-in sheets, agendas, staff evaluations
4	Ongoing parent involvement resources shared throughout the year at faculty meetings, team data chats, etc.	Title I Lead Teacher	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement.	August - May	Sign-in sheets, agendas, staff evaluations, comment sheets

**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.

### Communication

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

- Conducting the Annual Meeting.

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

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

- School Advisory Council (SAC)
- Parent Teacher Association (PTA)

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.
- Title 1 Complaint Procedure in Parent Notebook/Parent Resource Area in front office
- Parent Climate 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.
- Utilizing ESE, ELL, Migratory and Homeless departments within the school district