## **2021-2022 Parent and Family Engagement Plan for**

## **Ramsay Elementary School**

## I, Chris Kellogg, 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.

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## **Assurances**

**Parent Consultations**

The school shall conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs assisted under this part consistent with section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

**Certifications**

The school will inform/notify parents (in a timely manner) of each student attending a Title I school that they have the right to request information about their child’s classroom teacher and, if applicable, the services provided by their paraprofessionals, as well as the paraprofessionals qualifications.

The school will notify parents when a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified but teaching out-of-field by providing a written notification to each parent in a timely manner. This notification should be timely and in letter form on school letterhead. Newsletters are not always timely and bring about providing information about a teacher’s qualification for a specific classroom or grade that does not affect all parents. Notification may be disseminated via student backpack, U.S. mail, and meeting with parents.

**School Parent and Family Engagement Policy**

The school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of section 1116 (c-f) and Assurance 11c-f. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

**Policy Involvement**

The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement.

The school will 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b)except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.

The school will provide parents of participating children with:

● a timely information about programs under this part;

● a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of Montana’s challenging academic standards; and

● 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 respond to any such suggestions as soon as practicably possible.

If the schoolwide program plan under section 1114(b)is not satisfactory to the parents of participating children, the parents may submit any parent comments on the plan when the school makes the plan available to the LEA.

**Shared Responsibilities for High Student Academic Achievement**

The school will jointly develop with parents for all children served under this part a **school-parent compact** that outlines how parents, the entire school 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 Florida's challenging academic standards. Such compact shall

(1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the Montana’s challenging academic standards, and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time;

(2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum

● **parent-teacher conferences in elementary schools, at least annually,** during which the compact shall be discussed as it relates to the individual child's achievement;

● frequent reports to parents on their children's progress;

● reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities;

● ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

**Accessibility**

The LEA ensures in carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall 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.

Chris Kellogg September 7, 2021

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| **Signature of Principal or Designee** | Date Signed |

**Parent and Family Engagement Plan**

In support of strengthening student academic achievement, **Ramsay Elementary School,** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of The Every Student Succeeds Act (ESSA). The policy establishes the school’s expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school’s plan submitted to the local educational agency (LEA).

The **Ramsay Elementary School, agrees** to implement the following requirements as outlined by Section 1116:

● Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).

● Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.

● Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.

● If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.

● Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

(A) families play an integral role in assisting their child’s learning;

(B) families are encouraged to be actively involved in their child’s education at school;

(C) families are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and

(D) other activities are carried out, such as those described in Section 1116 of the ESSA.

**JOINTLY DEVELOPED/INVOLVEMENT OF PARENTS**

**Ramsay Elementary School** will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Involve parents and family members in jointly developing a plan of support of improvement. Supporting programs that reach parents and family members at home, in the community.

Offer a flexible number of meetings, such as meetings in the morning or evening.

*Ramsay Elementary School is committed to providing every opportunity for parents to be involved in the school. Ramsay Elementary will provide flexible dates and times for meetings and workshops when possible. We will conduct a survey of all parents to determine the dates, times, and subject matter for parental programs. Spanish and English translators will be available during all parent and family engagement opportunities including parent workshop training, PTA meetings, SAC meetings, and parent/teacher conferences.*

*Teachers schedule parent/teacher meetings at flexible times during school hours (i.e. 7:45am-4pm), throughout the year.*

**ANNUAL TITLE I MEETING**

**Ramsay Elementary School** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the families’ requirements, the school parent and family engagement plan, the schoolwide plan (SIP).

Ramsay Elementary will provide flexible dates and times for meetings and workshops when possible. We will conduct a survey of all parents to determine the dates, times, and subject matter for parental programs. Spanish and English translators will be available during all parent and family engagement opportunities including parent workshop training, SAC meetings, and conferences. Our Annual Title I Meeting is held in September, parents are notified of the meeting in many ways such as School messenger and flyers in English and Spanish.

Teachers schedule parent/teacher meetings at flexible times during school hours 7:45am-4pm, throughout the year.

**COMMUNICATIONS**

**Ramsay Elementary School** will take the following actions to provide families of participating children the following:

● Timely information about the Title I programs

● Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.

● Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

At the annual Title I meeting in September, parents will be given information about Title I programs, the curriculum, various types of assessments used, student expectations, and student achievement data.

Parents will learn about the school-wide programs and how to be actively involved in the education of their children. They will also be involved in the development of the SIP and the PIP. All sign-in sheets, agendas, and other pertinent documentation will be maintained by the Title I coordinator. Parents who have concerns or complaints about the plan will be directed to the Title I district office. Transportation will be provided and translation in Spanish will be available.

**SCHOOL-PARENT COMPACT**

**Ramsay Elementary School** will email a survey to the families of participating children to get input on the development of a school-parent compact that outlines how families, the entire school staff and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state’s high standards. The Compact was created as a team of staff and parents/guardians by seeking input during Title 1 meetings.

Our school offers programs and services to ensure that academic remediation, academic support and academic enrichment are offered in addition to a strong core instructional program taught by high quality motivated teachers aligned to classroom learning.

Ensuring regular two-way, meaning communication between family members and school staff, and to the extent practicable, in a language that family members can understand.

Parent-Teacher conferences at least once annually to report on their children’s progress.

A parent-School compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academics.

**RESERVATION OF FUNDS**

**Ramsay Elementary School** involved the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement by notifying the families and by providing feedback to administration.

Parents workshops are offered at various times throughout the school year. These are planned and presented by the parent involvement specialist and other staff members. These workshops provide specific training for parents in ways to support their child at home and given materials to use at home.

Educate teachers, specialized instructional support personnel and other school leaders and staff train parents to enhance the involvement of other parents unable to attend to maximize parental involvement participation.

Parents are informed of various activities and use their parental involvement funds to buy printed material, parenting room resources, food, postage, materials and supplies.

**COORDINATION OF SERVICES**

**Ramsay Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

All programs and activities will be available to all parents.