

**Lee Elementary Title I Parent Engagement Plan**  
**Revised August 4, 2017**  
**Amarillo Independent School District**

**PART I. General Expectations**

Lee Elementary agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required campus Title I Parent Engagement Plan meet the requirements of section 1118(b) of the ESEA, and include as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school will notify parents of the plan in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The plan will be made available to the local community and updated annually to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A parental 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 under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school's Parent Engagement Plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the district.
- The school will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental engagement is spent.
- The school will build its own and the parent's capacity for strong parental engagement, in order to ensure effective involvement of parents and to support a partnership among the schools, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental engagement activities under section 1118 of the ESEA as the parents may request.
- The district and the school will be governed by the following statutory definition of parental engagement and will carry out programs, activities and procedures in accordance with this definition:

**Parental engagement** means the participation of parents in meaningful two-way communication involving student academic learning and other school activities, including ensuring—

- A. that parents are informed of school values and expectations integral in supporting their children's education;
- B. the reciprocal understanding of schools and families that support meaningful parent-school partnerships;
- C. that parents are encouraged to be actively engaged in their child's education and school;
- D. that parents are equal 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

- E. the carrying out of other activities, such as those described in section 1118 of the ESEA.

**PART II.** Description of how Lee Elementary will implement the required components of the campus Title I Parent Engagement Plan.

1. Lee Elementary will take the following actions to involve parents in the joint development of its campus Parent Engagement Plan under section 1112 of the ESEA:

- Establish the campus Parent Engagement Advisory Council adequately represented by parents of attending children, administrators and Title I personnel. Other council members may include community members and students.
- Annually hold a meeting to review, discuss, and revise the school's Title I Parent Engagement Plan.
  - We will send invitations to primary and intermediate parents to participate on our Campus Parent Engagement Advisory Council. In addition, we will invite and include a community member who has specific interest in our school and is familiar with our neighborhood and school history. We will provide training and education on the constructs of Title I and the importance of parent input and engagement before reviewing, discussing, and amending our plan.

2. Lee Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- Hold committee meetings, composed of parents and school staff, to review the Campus Improvement Plan.
  - We will send invitations to primary and intermediate parents to participate on our Campus Parent Engagement Advisory Council. In addition, we will invite and include a community member who has specific interest in our school and is familiar with our neighborhood and school history. We will provide training and education on the constructs of Title I and the importance of parent input and engagement before reviewing, discussing, and amending our plan.
- Provide Title I, Part A school staff support in enhancing their School Campus Improvement Plans.
  - Staff support training will be conducted during the August Professional Development days.
- Administer the Title I campus Parent Engagement Survey designed to identify the type of support, information, and resources that parents' need included in their Campus Improvement Plan and campus Parent Engagement Plan to better support their children's education and become more involved in their school.

3. Lee Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in the Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting and will encourage them to attend. These informative meetings may include, but are not limited to, the following:

- Lee will hold our Title I meeting on Open House Night, October 3, 2017 in English as well as in Spanish.

4. Lee Elementary will, in a timely manner, provide parents of participating children information about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet:

- We will inform parents of this information during Open House night, October 3, 2017 in English as well as Spanish.

5. Lee Elementary will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible. These may include, but are not limited to, the following:

- Parents may access our website and submit emails directly to the principal, stop by the office and visit, or call our office with suggestions or comments. Parents may voice their need for training by our parent survey that will be conducted in September. In addition, have Spanish speakers in the office to meet the needs of our parents.

6. Lee Elementary will provide each parent an individualized student report regarding the performance of their child on the state assessment in at least math, language arts and reading by:

- Parents have been invited to come to the office to obtain Skyward login and password information to view student performance. When necessitated by district or state guidelines, Lee will mail student performance to parents. Notes and callouts will be sent in English and Spanish.

7. Lee Elementary will provide assistance to parents of children served by the school, as appropriate, on important topics. These may include, but are not limited to, the following:

- Reviewing and understanding the state's academic content standards.
- Reviewing and understanding the state's student academic achievement standards.
- Reviewing and understanding the state and local academic assessments including alternative assessments.
- The requirements of Title I, Part A.
- How to monitor their child's academic progress.
- How to work with educators.
- Other topics that received strong parent interest as reflected by the Title I school Parent Engagement Survey.

8. Lee Elementary will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parent engagement. These materials will be presented in English and Spanish. These may include, but are not limited to, the following:

- Meet the Teacher Night
- Open House Night
- Pastries for Parents
- Discovery Center Night

- ACE assemblies
- Parent engagement programs

9. Lee Elementary will, with the assistance of its parents, educate its 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. These efforts may include, but are not limited to, the following:

- We will evaluate pre and post data from the parent survey conducted in the fall and spring to determine how to best coordinate and implement parents as engaged partners in the education of their children.

10. Lee Elementary will, to the extent feasible and appropriate, coordinate and integrate Title I parental engagement programs and activities with public preschool and other similar programs (e.g., Head Start, Parents as Teachers, etc.) that encourage and support parents in more fully participating in the education of their children. These efforts may include, but are not limited to, the following:

- Our parent liaison will attend the Head Start roundup in the spring to provide parents with information about Amarillo ISD registration and events.
- We will send information to parents regarding Parents as Teachers in English as well as in Spanish.

11. Lee Elementary will take the following actions to ensure that information related to the school, parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand. These may include, but are not limited to, the following:

- Information sent to parents is delivered in English and Spanish. Call outs are also sent in English and Spanish. A translator is provided for parent meetings.

### **PART III. Discretionary Components of the Lee Elementary Title I Parent Engagement Plan**

Lee Elementary may provide discretionary activities that build parents' capacity for engagement in Title I schools and the school system to support their children's academic achievement; these may include, but are not limited to, the following:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of various trainings.
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for trainings.
- Paying reasonable and necessary expenses associated with parental engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- Training parents to enhance the engagement of other parents.
- Arranging school meetings at various times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend those conferences at school in order to maximize parental engagement and participation in their children's education.

- Adopting and implementing model approaches aimed at improving parent engagement.
- Establishing a campus Parent Engagement Advisory Council to provide advice on all matters related to parental engagement in Title I, Part A programs.
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental engagement activities.
- Providing other reasonable support for parental engagement activities under section 1118 as parents may request.

**PART IV. Adoption**

Lee Elementary's Title I Parent Engagement Plan has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs.

This plan was adopted by Amarillo Independent School District on 08/07/17 and will be in effect for the period of the 2017-18 academic year. The school will distribute this plan to all parents of participating Title I, Part A children on or before October 3, 2017 through the following avenues and in the following languages:

- Our plan will be distributed in English and Spanish through our students' take home, during Open House Night on October 3, 2017, and on our school website.

Margarita Ogden, Principal

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Dr. Zuleyma Carruba-Rogel, AISD Parent & Community Engagement Coordinator

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