

**Quitman Elementary School**  
**2018-2019**  
**Parental and Family Engagement**  
**Plan**

*In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parent and family engagement plan).*

**GENERAL EXPECTATIONS**

The Quitman Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement 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 language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) 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 local educational agency (school district).
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

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

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents 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;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

The School Parental Involvement Policy must include a description of how the district will implement or accomplish each of the following components. [Section 1118, ESEA.] There is no required format for these descriptions. However, regardless of the format the district chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.

1. The **Quitman Elementary School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
  - Post the plan on the website and solicit input from local stakeholders.
  - Coffee with the principal to go over school objectives and seek input from parents.
2. The **Quitman Elementary School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
  - Involve parents in the Campus Excellence Committee.
  - Gather data from a survey to parents.
  - Ensure that members of the CEC approve the plan.
3. The **Quitman Elementary School** 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 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, by:
  - Posting on the website and campus Facebook account
4. The **Quitman Elementary School** will provide parents of participating children information in a timely manner 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 by:
  - Student handbook
  - Grade level parent letters

➤ Website

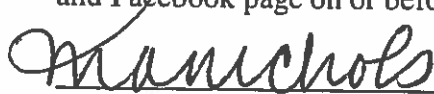
5. The **Quitman Elementary School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
  - Phone call and/or letter
6. The **Quitman Elementary School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
  - Mailing the STAAR report to parents.
7. The **Quitman Elementary School** will take the following actions to 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 within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:
  - Send home a written letter of explanation from the principal to all the affected students.
8. The **Quitman Elementary School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --
  - the state's academic content standards,
  - the state's student academic achievement standards,
  - the state and local academic assessments including alternate assessments,
  - the requirements of Part A,
  - how to monitor their child's progress, and
  - how to work with educators:
    - Information on the website.
    - Parent meetings.
    - State assessment brochures sent home.
    - Postings on campus Facebook for parents to contact the school if they need any help understanding.
9. The **Quitman Elementary School** 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 parental involvement, by:
  - Webinars
  - Parent meetings
  - Family nights
10. The **Quitman Elementary School** 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, by:


- Staff development
  - Inserts in the weekly staff newsletter.
  - One-on-one training when hired.
11. The **Quitman Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- Annually contact local day care facilities to meet about incoming students and their needs.
  - Work closely with Public Library on Reading Programs for the community.
12. The **Quitman Elementary School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:
- Translate notes into Spanish
  - Handbook states persons needing further help in Spanish can contact Quitman Elementary to receive assistance.

#### ADOPTION

This Quitman Elementary School Parent and Family Engagement Plan has been developed jointly with, and agreed on with, parents and family members of children participating in Title I, Part A programs, as evidenced by the Campus Excellence Committee (CEC) agenda and the CEC sign in sheets.

This plan was adopted by the Quitman Elementary School on 01/24/2018 and was evaluated on September 19, 2018. It will remain in effect for the 2018-2019 school year. The school will distribute this plan to all parents of participating Title I, Part A children via the campus website and Facebook page on or before November 30, 2017.

  
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Signature of Authorized Official

  
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Date