

**Title I Parent Involvement Planning**  
**Cerro Gordo Elementary School**  
**Columbus County Schools**  
**2021-2022**

**I. Parental Involvement Policy**

- A. List names and roles (teachers, administrators, parents, etc.) of persons involved in developing Parental Involvement Policy.

Leslie Faulk, Kristin Sellars, Marlene Capps, Mary Waddell, Stephanie Hammond, Angela Edwards, Wayne Campbell, Teri Soles, Sharon Jarvis, Kadi Allen-Watts, Carsha Hayes, Tina Blackwell

- B. Briefly describe the process your school used to select participants to develop the policy (school improvement team, parent involvement committee)

Cerro Gordo Elementary staff voted on school improvement team members for the 2021-2022 school year. The selected members met to develop the policy.

- C. Copy of Policy (Attach)

In acknowledgement of reliable research proving that family engagement raises the academic achievement of students; Cerro Gordo Elementary encourages and supports the involvement of all parents. Throughout the school year there will be opportunities to promote active family engagement.

In order to build an effective home-school partnership, Cerro Gordo Elementary will provide the following:

- An annual meeting will be held within the first 30 days of school. We will discuss the Title I Plan for the 2020-2021 school year, along with an opportunity for parent input and feedback.
- A learning compact will be completed by our school. This outlines how parents, school staff, and students share the responsibility for improving learning, along with an opportunity for parent input and feedback.
- A flexible number of meetings and activities will be held throughout year to assist parents in understanding such topics as: how parents and teachers can work together to monitor the child's progress in order to improve student achievement, NC Read to Achieve Legislation, KEA Information, and various Family Fun Night Activities, etc
- Continuous and timely communication will be provided through the following: Call Alert phone messages at least weekly, Columbus County Schools webpage and Facebook, Columbus County Sample School's webpage and Facebook, class newsletters, school flyers, Columbus County Sample School's monthly calendar of events, school marquee sign, parent information nights, student and take-home notices. These will assist parents in understanding the school curriculum and student achievement in order to further work with their children at home.

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- Parent surveys will be sent home periodically and PTO and Parent Advisory Council meetings will be held a minimum of 4 times per year in order to evaluate parent opinions, concerns, and suggestions about the current programs of the school.
- Training will be provided during the year to support school staff and parents working together as equal partners.
- Resources and activities such as: Family Fun Night events will be designed to encourage greater participation of all parents in their child's education, including pre-kindergarten programs.
- A family engagement plan and school improvement plan will be revised on an ongoing basis in conjunction with parental and staff input through a parent advisory committee that meets once a quarter.

Every effort will be made to communicate with parents in a format and language that is free of educational jargon and easily understandable by all. Parents and community members are always welcome at Cerro Gordo Elementary.

## **2. Annual Information Meeting**

- A. Describe your plan to conduct an annual meeting to inform parents of their school's participation in Title I. Include strategies to inform LEP parents.

Cerro Gordo Elementary administration will prepare a presentation to inform parents of school participation in Title 1. This presentation will be presented to parents on literacy night. An ESL representative will be invited to attend literacy night to inform LEP parents. A written summary of the presentation will be provided to LEP parents in Spanish.

## **3. Flexible meeting times**

- A. Describe your strategies to offer flexible times for parental involvement opportunities and meetings.

Parental involvement opportunities will be communicated through school messenger, Remind, the school Facebook and webpage, and flyers. Volunteer forms will also be provided at open house on August, 19, 2021. Schedules will be provided to parents of when involvement events will occur. Parents who would like to be involved but need flexible times, are welcome to contact the office to meet with administration and teachers.

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**4. Title I Planning**

A. What timeline and strategies will you use to involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I Program?

The Parent and Family Engagement Plan document will be uploaded on the school's webpage. School Improvement meetings will also be open to the public and dates will be posted on the school webpage. School Improvement meetings will include Title I topics as well as discussions on other school planning events. School Improvement agendas will be included on the school web page.

**5. Parent Information and Opportunities**

A. Describe how you will provide parents with the following:

1. Title I information will be shared on the school's webpage, parent handouts, and event calendars.
2. School performance profiles will be included in the annual Title
3. Assessment results of their child's performance will be provided during frequent parent/teacher conferences.
4. A description and explanation of the curriculum, assessment forms, and proficiency levels and state standards will be provided at the school's annual literacy night. Parents will also be invited to conference with their child's teacher(s) several times per year. For LEP parents, an ESL representative may be present to assist during conferences and literacy night.
5. The School Improvement Team will recap agendas from the meetings in faculty meetings. The public will have access to these agendas on the school's webpage.
6. Timely responses to suggestions and questions raised by parents
7. Reasonable access to staff, opportunities to volunteer and participate in child's class

**6. School-Parent compact**

A. Discuss timeframe and strategies to present and explain compact to parents as it relates to the child's achievement. Include strategies to inform parents with language barriers and/or disabilities

The school-parent compact will be provided and explained to parents by their child's teacher at open house August 19, 2021.

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B. Include a copy of the compact

**Cerro Gordo Elementary School  
Learning Compact 2021-2022**

The learning compact is an agreement between Cerro Gordo Elementary School families and the school that describes how we will work together to support student learning during the 2021-2022 school year. Please read these statements and sign the agreement, and return to your child's teacher.

**As a parent or guardian, I will:**

- Make sure my child arrives at school rested, healthy and on time every day.
- Attend parent/teacher conferences at least two times during the year to learn about my child's learning progress.
- Require my child to read daily and actively participate, when possible.
- Provide the time and space needed to complete homework activities assigned by my child's teacher.
- Check my child's backpack each day for important information.
- Read and respond, as needed, to the information received from the school in the agenda, teacher's folder, notes, and newsletters.
- Volunteer to support the school at least two times this year (e.g., in the garden, in the classroom, with the PTA, during special school events).
- Attend special school-wide events, like Curriculum Night and family nights.
- Communicate respectfully with my child's teachers whenever I have questions or concerns.

**As a teacher, I will:**

- Set high standards for every student.
- Create and maintain a supportive and caring environment, helpful for learning.
- Provide innovative activities and assignments that will meet and/or exceed curriculum expectations for all Scholars.
- Communicate regularly with parents and guardians about their child's progress.
- Engage, motivate, and support Scholars to achieve academic success.
- Collaborate with parents and guardians to meet Scholars' specific needs.
- Be respectful to all students at all times.

**As the principal or assistant principal, I will:**

- Support collaboration between teachers, Scholars, and families to reinforce individual learning needs for all Scholars.
- Ensure a productive learning environment for Scholars and teachers.
- Host school-wide activities that enhance the learning experience and strengthen the Winterfield community.
- Report publicly on reading and math performance and create programs to encourage achievement in these areas.

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-Promote an environment of open communication and build purposeful relationships with teachers, Scholars, and families.

**Parent/Guardian Signature:** \_\_\_\_\_

**Teacher Signature:** \_\_\_\_\_

**Child:** \_\_\_\_\_

**Principal:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **7. Building Parent Involvement Capacity**

A. Briefly discuss how you will address the following:

1. Provide assistance to parents in understanding performance standards, assessment, Title I, monitoring their child's progress, and participating in decisions relating to the education of their child

Parents will be invited to the school's annual literacy night and open house to gain insight on performance standards and assessments and Title I updates. Parent's will also be invited to conference with their child's teacher(s) several times throughout the school year in order to monitor their progress.

2. Provide materials and training to help parents work with their children (literacy training, computer skills, homework assistance/workshops, family literacy nights, adult ESL, GED etc.)

Materials and trainings will be provided during literacy night and parent/teacher conferences. Parents will have access to teachers throughout the day by using the school's Remind App. By using the Remind App, parents can ask questions about homework so that they can further assist their child at home.

3. Educate teachers and other staff to work with parents

Professional development will be provided to teachers and staff with a focus on parent communication.

4. Coordinate and integrate parental involvement programs/activities

Parental involvement programs and activities will be coordinated by teachers who serve on various school committees. All school programs will focus on parent involvement and communication and will also benefit students.

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5. Develop appropriate roles for community-based organizations and businesses

School administration will communicate regularly with community-based organizations and businesses. Many of the community-based organizations already play a role in advocating for the school. Communication through flyers and administration visits will be an important component of maintaining support from community-based organizations.

6. Conduct other activities as appropriate and feasible that is designed to help parents become full partners in the education of their child

Additional activities may include and are not limited to math night, fair booth participation, PTO meetings/activities, and parent advisory meetings.

7. Ensure that information related to parent involvement is sent home in the language used in the home.

Parent involvement flyers will be sent home in English and Spanish.

**8. LEP and Disabled Parents**

A. Provide full opportunities for the participation of parents with limited English Proficiency or with disabilities

Parents with LEP may participate in literacy night, math night, parent/teacher conferences, and all other activities. An ESL teacher will be invited to attend events to ensure appropriate communication is made with LEP parents.

**9. Reservation of Funds: Not less than 1% of the LEA's allocations SHALL be reserved to carry out parent involvement activities, including family literacy and parenting skills. (95% of this allotted to individuals Title I schools)**

A. How will your school ensure a portion of your allotment will be spent on parent involvement?

The School Improvement Team will meet to discuss Title I allotments. There is a separate section allotted just for parent involvement. Those funds will be used to purchase materials necessary to strengthen parent communication and involvement.

B. How will your school determine how funds will be allotted for parental involvement activities? Funds will be spent based on the greatest need as well as greatest impact.

The School Improvement Team will meet to discuss Title I allotments. There is a separate section allotted just for parent involvement. Those funds will be used to purchase materials necessary to strengthen parent communication and involvement. A needs assessment will be conducted to determine the greatest need.

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**10. Parent Request**

A. Describe how you will provide reasonable support for parental involvement activities requested by parents.

Parent requested activities will be discussed and determined at school improvement meetings.

**11. Annual Evaluation**

A. Discuss timeline and plan for involving parents in an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools.

During the school's annual literacy night, administration will discuss the effectiveness of the parental involvement policy and how it effects academic quality of schools. In addition, administration will review Title I policies with parents so that they may be informed. Literacy night will be in the fall 2021-2022 school year.

**12. Other Parent Involvement Practices** (School may include the following). Only describe the ones you choose to implement

A. Describe how your school addresses the following, only if practices are part of your schoolwide plan.

1. Involve parents in the development of training for teachers, principals and other educators

Surveys may be sent out to parents to gather input on specific areas of training they would like to see provided for their child's teacher and other staff/faculty members.

2. Provide necessary literacy training

The school will host a literacy night to train parents on appropriate reading instruction aligned with the CCSS.

3. Adopt and implement model approaches to improving parental involvement

Cerro Gordo Elementary plans to create a PTO to further involve parents and the community. Professional development on strengthening communication will be provided to the teachers throughout the school year.