

A. Parental Involvement: Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents to be involved:

CES will provide two separate presentations of the Annual Title 1 Parent Meeting with one being held on Tuesday, September 4, 2018 at 6:00 PM and the second being held on Wednesday, September 5, 2018 at 9:00 AM. Parents and/or family members will be informed of the meetings through flyers, List Serv, School Website, marquee outside of the school and newsletters. A PowerPoint presentation provided by the State Department of Education will be used to educate parents on aspects of the Title I program with an emphasis on parental rights.

The purpose of the annual meeting of parents of Title I students is:

- Informing parents and/or family members of the school's participation in Title I
- Explaining the requirements of Title I
- Explaining the rights of parents and/or family members to be involved

The topics covered in the PowerPoint are as follows:

- What does it mean to be a Title I school?
- What is the 1% Set-Aside for parental involvement?
- What is the LEA Title I Plan?
- What is the LEA Parental Involvement Plan?
- What is a CIP?
- What is the School Parent Compact?
- How do I request the qualifications of my child's teacher(s)?
- How will I be notified if my child is taught by a teacher who is not Highly Qualified?
- How is the Annual Evaluation of Parental Involvement Plan conducted?
- How can I be involved in all of the things I'm learning about?

B. Parental Involvement: Describe: 1. How there will be a flexible number and format of parent meetings offered; 2) How parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making.); and 3) How funds allocated for parent involvement are being used in the school.

1. The Leadership Team at Calera Elementary has a strong belief in the importance of parental involvement and therefore has put measures in place to offer parent meetings on a flexible schedule. Our Annual Title 1 meeting will be at two separate times- one during the day and one during the evening. Parent Academies for 1st and 2nd grades will be held in conjunction with Meet the Teacher on August 3, 2018 and K Parent Academy will be held on August 15, 2018 at 5:00 PM. We will also offer an Open House, on Thursday, January 17, 2019 from 6-7:00 PM for all grade levels.

State-wide Parenting Day will be held each year in October. Parents may attend scheduled activities in their child's classroom and other various informational sessions. Parents are invited to eat breakfast and lunch. Instructional resources are shared with parents and information on how to use them to further develop academic skills in their children are given.

Calera Elementary school believes in involving parents in all aspects of its Title I programs. Parents have the following opportunities for involvement in the decision-making process: We will have a Parent Advisory Committee. This group will become the liaisons between the administration and parents. They will keep the parents informed of various committee works and receive input from parents and committee decisions. They will serve as representatives on decision-making committees and as a contact person for the Title I parents to answer various questions about parent involvement and parent rights. They assist in the parental involvement plan.

2. Calera Elementary School uses its parental involvement funds in the amount of \$2,949.22 as follows: printed material, parenting room resources, materials and supplies, communication and/or postage.

C. Parental Involvement: Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

- CES provides a translator during all parent informational meetings; workshops and conferences for parents who do not speak English. The district ELL department translates information to Spanish when needed. This allows all families access to the same information in a language they can understand. Documents are provided in a language for parents to understand.
- At least two parent conferences are set up between the teacher and the parents during the school year to discuss the curriculum, goals and expectations for the school year, the child's academic progress, and the assessments and data results of the child. One of the two conferences is scheduled in the format of a Student Led Conference. Translators are provided, if needed, for parents of other languages at these meetings. In this way, parents have full access to information about their child and have the opportunity to participate in their education.
- Parents are encouraged to call teachers or administrators when a question, suggestion, or concern arises. CES has an "open door policy" and staff members are committed to listen and respond to parents when they ask for a conference.
- An Annual Title I Parent meeting for parents is held annually to discuss Title I programs and parent rights.
- Annual Parent Academies are held by each classroom teacher at the beginning of the school year in order to discuss curriculum, assessments and expectations for the current school year.
- Administrators communicate current events, curriculum, assessments and expectations for the school year through videoed reports, blackboard connect messages, listserv, face to face interactions and conferences as needed.

D. Parental Involvement: Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

- Parents and staff review, assess, and revise the CES School-Parent Compacts at the end of each school year in preparation for the next school year through the local parent advisory committee.
- A School-Parent Compact is approved for each grade level and distributed in the fall.
- Teachers discuss the 'student responsibility' portion of the compact with students. Students are asked to sign that section and they are asked to sign that section.
- Teachers utilize the compacts, stored in each classroom, during parent-teacher conferences. Compacts may also be used during Problem Solving Team (PST) and/or Referral Eligibility Meetings (REM).

E. Parental Involvement: Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.

Calera Elementary follows the district Parent Involvement Policy (Policy 7.11). Parents may provide comments of dissatisfaction for any section of the CIP through the methods in which they provide any other type of dissatisfaction - emails, conferences, phone calls, etc. If the complaint cannot be resolved at the school level, they will be submitted to the Federal Programs Supervisor at the Central Office.

F. Parental Involvement: Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See NCLB Section 1118, requirements for building capacity in parental involvement.) To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

(1) Shall provide training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children. (Describe)

- Parent workshops are offered at various times throughout the school year. These are planned and presented by CES faculty/staff or outside resources.
- ELA and Math Workshops are offered several times a year for all parents. These workshops provide specific training for parents in ways to support their child at home and are given materials to use at home.
- Statewide Parenting Week is held in October to promote parental involvement. Workshops are scheduled for parents to attend on topics of interest based on the parent survey conducted in the spring of the previous year. Parents are encouraged visit their child's classroom and eat lunch with their child on that day as well.
- Meet the Teacher and Parent Academies are held early each school year so that parents can meet their child's teacher and see the classroom.
- Annual Title I Parent Meeting is held in September to address state academic achievement standards and state and local academic standards.
- Kindergarten Summer Learning Camp invites new kindergarteners to spend four consecutive days in school learning routines and becoming oriented to the school. A parenting session is included in the program during which administrators and the school registrar orient parents about what to expect in kindergarten and the registration confirmation process.

- CES Web Page is kept current and is available to parents 24 hours per day for full information about upcoming school activities.
- Parent Conferences are held throughout the school year. A minimum of two per student is expected. One conference will be delivered in the format of a Student Led Conference.
- Weekly/Daily Communication Folders sent home with a summary student progress in academics and behavior, as well as notice of upcoming school activities. The CES communication folder, sent home on Wednesdays, helps ensure that information related to the school and parent activities is communicated.

(2) Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. (Describe)

- Training for parents in the areas of Reading Literacy and Math are held on parenting day as well as other days scheduled throughout the year. Quarterly "Coffee Talks" will be schedule to address reading, math and technology, including the harms of copyright piracy.
- We hold workshops for parents during the school year in the areas of reading, math, and behavior to provide parents with strategies and procedures to help their child at home. These include: Reading workshops with the Reading Interventionist; and Math workshops with the Math Coach; and Behavior Workshops with the Behavior Interventionist.
- Calera Elementary maintains a parenting room for parents to utilize technology and materials.

(3) Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (Describe)

- Parent involvement is a continuous area of focus for CES.
- Administration will share with the faculty and staff the Culture Survey and importance of Title I.
- Through focus groups, we are able to analyze data from parent surveys and develop plans to increase parental involvement.
- Teachers, office personnel and other school staff are trained at the beginning of the school year meeting.
- We have a Parent Advisory Committee made up of volunteer parents who help administrators plan purposeful activities for parents to meet their needs.
- There is a LEA District Parent Advisory Committee in which at least two CES parents are a part of that gives input to the District Parent Involvement Plan and assist in planning parenting activities for the district and local school.

(4) Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (Describe)

Calera Elementary School coordinates its parental involvement program for all Title I parents. We encourage participation in all programs by including parents covered by ELL, migrant, and homeless education programs. Translators are secured for all meetings and documents are translated as needed. Local Head Start parents are invited to participate in various parenting activities.

(5) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (Describe)

- Registration information and school information throughout the school year is translated to Spanish for our Hispanic parents.
- We have 1.5 ELL teachers and one ½ time bilingual aide on staff who helps translate between students, parent and school during the school year when needed.
- During registration, Open House, Meet the Teacher Night, and Title I parent meetings/conferences, a translator is provided for our non-English speaking parents to help in communication.
- Our system has staff that can translate any information given to parents into a language the parents can understand when needed. We often utilize this for important parent information that goes home to parents.
- Translators are secured for parent meetings dealing with their child's academics, progress, attendance, health issues and/or behavior whenever needed for effective communication.

(6) Shall provide such other reasonable support for parental involvement activities as parents may request. (Describe)

- Throughout the year, parents may request support or make recommendations regarding parental involvement.
- These requests and recommendations are considered by our Parent Advisory Committee and School Faculty.
- At the end of the school year, a parent survey is given to every parent to give suggestions and input into the next school year regarding parental involvement activities: specific activities, specific topics for workshops; convenient times; communication effectiveness. These surveys are analyzed and evaluated ideas from these surveys are implemented in the next school years Continuous Improvement Plan.
- The committee and faculty make decisions regarding requests and recommendations. Every effort is made to work with parents in meeting their requests as related to their involvement in their child's education.

G. Parental Involvement: Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.

- All notices and information will be, to the extent practicable, provided in a language that parents can understand.
- Our county has staff that can translate information into different languages and/or provide a translator in various languages when needed.
- We also have one full time and one half- time ELL teacher and one-half time bilingual aide at the school who can help orally communicate information to Hispanic parents when needed.
- Our school building is handicapped accessible for parents with disabilities. There is handicapped parking in the front and back of our building for easy access.
- At this time, CES does not have any identified migratory students.