



School Parent and Family Engagement Plan

Lorraine Elementary School

School Year 2023 – 2024

Revision Date: September 7, 2023

In support of strengthening student academic achievement, **Lorraine 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 Schoolwide Parent and Family Engagement Plan that contains information required by Section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The Plan establishes the school's expectations for parent and family engagement and describes how the school will implement specific parent and family engagement activities and how they are incorporated into the School's Plan submitted to the local educational agency (LEA).

Lorraine Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, 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 Plan and the joint development of the Schoolwide Title I Plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the School Parent and Family Engagement Plan periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the Parent and Family Engagement Plan available to the local community.
- Provide full opportunities, to the extent practicable, 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the Schoolwide Title I Plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent 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 parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child’s learning
- (B) Parents are encouraged to be actively involved in their child’s education at school
- (C) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN COMPONENTS

JOINTLY DEVELOPED

Lorraine Elementary will take the following actions to involve parents 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 parents, 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.

Parents are encouraged to complete our Annual Parent and Family Engagement Survey each year to provide feedback on parent and family engagement. This Annual Survey will be posted on the school’s website and through Remind and the end of 1st semester. Paper copies will also be available at the school.

Parents are also invited to attend the Annual Title I Revision Meeting, held each Spring, to provide suggestions for changes to all LES Title I documents. The Annual Title I Revision Meeting is advertised in at least 2 ways at least two (2) weeks prior to the meeting.

ANNUAL TITLE I MEETING

Lorraine Elementary School will take the following actions to conduct an Annual Title I Meeting, at a convenient time, and invite and encourage all parents/guardians of participating children to attend. The Annual Meeting will inform parents/guardians about the school’s Title I program, the nature of the Title I program, parent requirements, the District Parent and Family Engagement Plan, the Schoolwide Title I Plan, and the School-Parent Compact.

The Annual Title I Meeting is held at the beginning of each school year, prior to October 31st. This meeting will be held in conjunction with 1st semester Curriculum Night. Since LES receives schoolwide Title I services, all families are encouraged to attend in order to be informed of the Title I programs at the school. During the meeting, the Comprehensive Needs Assessment, Identification of Needs and School-Improvement Plan are shared. In addition, the Title I budget and allocations of funds to support the SIP is shared. The Annual Meeting is advertised in at least 2 ways at least two (2) weeks prior to the meeting.

COMMUNICATIONS

Lorraine Elementary School will take the following actions to provide parents 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.; and
- Information related to the school and 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 that parents can understand.

Parents will be informed about parent workshops and other Title I events via paper invites in student folders, a display on the school's marquee in front of the school, a notification on the webpage under the Title I tab, and through teacher emails/newsletters. In addition, notices will be posted on Remind.

SCHOOL-PARENT COMPACT

Lorraine Elementary School will take the following actions to jointly develop, with parents of participating children, 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 State's high standards.

Parents are invited to attend an annual Title I Revision Meeting in the spring each school year to provide input for suggestions and/or changes to the School-Parent Compact and Schoolwide Parent and Family Engagement Plan. These changes are put into effect the following school year.

RESERVATION OF FUNDS

If applicable, **Lorraine Elementary** will take the following actions to involve the parents 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 is spent by:

Feedback on spending the 1% set-aside funds is requested in a survey at the end of every parent workshop and in the annual parent and family engagement survey. Parents are also encouraged to contact the Parent Liaison with suggestions of how the funds should be spent. Information on providing feedback is posted on the Lorraine website (Parents tab/Title I).

COORDINATION OF SERVICES

Lorraine Elementary 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 parents in more fully participating in the education of their children by:

Parents as Teachers is a program offered to families with young children in conjunction with the Early Learning Academy at Rockdale Career Academy. Six (6) parent workshops are offered at Lorraine Elementary are offered each school year focusing on student learning.

BUILDING CAPACITY OF PARENTS

Lorraine Elementary will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards;
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement; and
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

Parents are invited to attend a minimum of two parent-teacher conferences each year. Parents are also encouraged to attend parent workshops focused on each academic area. Title I documents to support parent engagement can be found on Lorraine's webpage by clicking on the Title I tab. A Parent Resource Room is located in the back right side of the Media Center at Lorraine Elementary and has a great variety of materials and resources for parents to check out and use at home.

BUILDING CAPACITY OF SCHOOL STAFF

Lorraine Elementary will provide training to educate teachers, specialized instructional support personnel, principals, other school leaders and staff, with the assistance of parents, in the value and utility of contributions by 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 by:

Teachers will attend 2 parental engagement trainings per semester (total of 4 per year). To educate the teachers, principal, and other stakeholders, LES will provide staff training twice per semester. The purpose of these meetings/training sessions is to build collaborative efforts between the school and community. LES has a partnership with School Council to support this commitment. The Council is led by parents and provides the school with feedback to improve the instructional program. Additionally, the District Superintendent will hold forums for stakeholders to share their suggestions for improvement, ask questions, and acquire information about the mission and vision of Rockdale County Public Schools.

LES will provide training to educate the teachers, pupil services personnel, Principals, and other staff on how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs, and build ties between parents and the school. Each year, the District Superintendent will host open forums for parents and community members to share their concerns, advice, and suggestions, ask questions, and learn about the direction of the Rockdale County Public Schools.

Lorraine Elementary will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request:

Resources are available in the Parent Resource Room to assist with all academic areas. At LES, our PTO will continue to highlight student behavioral achievement through our R.O.A.R. PBIS incentive. We will also recognize students throughout the year for academic excellence, utilizing awards days, carnivals, poetry recitation, AR and “Pride Pick of the Month”. We will also host parent-teacher conferences and parent workshops at Lorraine Elementary.

LES will obtain feedback on our Title I plans through periodic parent surveys, including our Annual Title I Parent and Family Engagement Survey. This survey will be available on our website at the end of 1st semester. Lorraine Elementary has a suggestion box at the front of the school, and parents are encouraged to provide input and feedback. We provide a Parent Liaison to facilitate parent involvement and communication throughout the school year.

LES will provide other reasonable support for parental involvement activities as parents may request. Childcare may be provided for parents to make it convenient for them to participate in meetings and workshops. Meetings and workshops will be scheduled at a variety of times to maximize opportunities for parents to participate. Teachers may also arrange phone conferences with parents if they are unable to meet at the school.