

**Hamlet Elementary Title I Parent Engagement Plan**  
**Revised August 2018**  
**Amarillo Independent School District**

**PART I. General Expectations**

Hamlet 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 Hamlet Elementary will implement the required components of the campus Title I Parent Engagement Plan.

1. Hamlet 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.
  - Hamlet parents will receive an invitation by phone, Tuesday folder and school messenger to attend its campus PEP meeting. Meetings will be held at various times at the school campus.

2. Hamlet 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.
  - The Campus Improvement Plan committee consists of school administrators, classroom and non-classroom professionals selected by their peers, a parent representative, a community representative and a business representative. The committee will review the 2017-2018 Campus Improvement Plan and make changes as needed to the plan.
- Provide Title I, Part A school staff support in enhancing their School Campus Improvement Plans.
  - The Campus Improvement Plan will be presented to the Hamlet staff members on August 7, 2017 during teacher staff development.
- 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. Hamlet 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:

- Hamlet Elementary annual meeting to inform parents of the school's participation in Title I, Part A program will be held during the Back To School Night.
- Additional meetings will be held as per parent request.

4. Hamlet 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:

- Parents will be provided this information at the Title 1 Back to School Night in September 2017-2018 school year.

5. Hamlet 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:

- Monthly meetings
- Parent Teacher Conferences
- Tuesday Folder communication

6. Hamlet 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:

- Posting all results on AISD website.

7. Hamlet 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:

- How to establish and maintain a parent- teacher relationship.
- How to use Skyward to monitor your child's academic progress.
- STAAR TEST

8. Hamlet 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 may include, but are not limited to, the following:

- STAAR Night
- Literacy Night
- Discovery Center Night
- Parent Engagement Programs – Strengthening Families Program
- Skyward Parent Training
- Material/Information sent home in Tuesday folders offering various parent training opportunities

9. Hamlet 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:

- Training during teacher professional development
- Information from parent surveys

10. Hamlet 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:

- Disseminate information to parents informing them of the programs that are available to them.

11. Hamlet 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:

- Letters
- Tuesday Folders
- Messenger
- Parent Board
- Texts
- Marquee Sign
- Phone calls

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

Hamlet 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 that training.
- 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 that training.
- 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**

Hamlet Elementary Title I Parent Engagement Plan has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs, as evidenced by minutes and sign in sheet.

This plan was adopted by Amarillo Independent School District on 08/01/18 and will be in effect for the period of the 2018-19 academic year. The school will distribute this plan to all parents of participating Title I, Part A children on or before 09/15/2018 through the following avenues and in the following languages:

- Hamlet Elementary Title I Parent Engagement Plan will be available on the AISD Hamlet website and will be disseminated via paper form in English and Spanish.

Victor Favela- Hamlet Elementary, Principal

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

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