

**Richlands Elementary School**

*Approved*  
*6-30-19*

**Schoolwide Title I Program  
Application & Planning Document  
2019-2020**

**Due to Title I Office  
By June 15, 2019**

**Dwayne Snowden  
Director of Federal Programs**

**Tanya Smith  
Administrative Assistant**

**Elementary and Secondary Education Act  
TITLE I APPLICATION - 2019-2020  
IMPROVING THE ACADEMIC ACHIEVEMENT OF THE DISADVANTAGED**

<b>School Name:</b>	<b>Richlands Elementary School</b>
<b>Mailing Address:</b>	<b>415 Cow Horn Road, Richlands, NC 28574</b>
<b>Contact Person:</b>	<b>Laurie Strobe</b>
<b>Title:</b>	<b>Principal</b>
<b>Telephone Number:</b>	<b>(910) 324-4142</b>

**CERTIFICATION**

Richlands Elementary School hereby applies for a grant of federal funds to provide instructional activities and services to help disadvantaged children meet high standards as set forth in this application.

I HEREBY CERTIFY that to the best of my knowledge, the information contained in this application is correct; the school named above has authorized me as its representative to file this application; and such action is recorded in the minutes of the school's meeting held on 5/22/19. (Month/Day/Year)

**STATEMENT OF ASSURANCES**

Assurances are hereby provided to the Local Education Agency (LEA) that Richlands Elementary School will:

1. make provisions to implement schoolwide programs in accordance with section 1114.
2. use Federal funds under this part to supplement not supplant State and local funds.
3. comply with comparability requirements specified in section 1114.
4. maintain and account for property and equipment purchased under this title consistent with the requirements of GEPA.
5. be responsible for repayment of Title I funds in the event of an audit exception. (GEPA)
6. incorporate this plan into the school's Strategic Plan.
7. ensure that the comprehensive plan best serves the needs of those children who are failing, or are at-risk of failing, to meet the challenging State academic standards and will conduct a comprehensive needs assessment in accordance with ESEA section 1114 (b)(6).
8. make provision that through the needs assessment, it will consult with a broad range of stakeholders, including parents, school staff, and others in the community, and examine relevant academic achievement data to understand students' most pressing needs and their root causes. (ESEA section 1114 (b)(2))
9. attempt to engage in interviews, focus groups, or surveys, as well as review data on students, educators, and schools to gain a better understanding of the root causes of the identified needs. (ESEA section 1114 (b)(2))
10. prepare a comprehensive schoolwide plan that describes how the school will improve academic achievement throughout the school, but particularly for the lowest achieving students, by addressing the needs identified in the comprehensive needs assessment. (ESEA Section 1114 (b)(7))
11. make sure that the schoolwide plan includes a description of how the strategies the school will be implementing will provide opportunities and address the learning needs of all students, particularly the lowest achieving students (ESEA section 1114 (b)(7)(A)(i)(iii))
12. ensure the plan contains descriptions of how the methods and instructional strategies that the school intends to use will strengthen the academic program in the school, increase the amount and quality of learning time, and help provide an enriched and accelerated curriculum, including programs and activities necessary to provide a well-rounded education. (ESEA section 1114 (b)(7)(A)(ii)).
13. ensure that the plan results in progress towards addressing the needs of the school and include benchmarks for the evaluation of program results.
14. evaluate the schoolwide plan annually, using data from the State's assessments, other student performance data, and perception data to determine if the schoolwide program has been effective in addressing the major problem

areas and, in turn, increasing student achievement, particularly for the lowest achieving students. (ESEA Section 1114 (b)(3))

15. annually revise the plan, as necessary, based on student needs and the results of the evaluation to ensure continuous improvement. (ESEA Section 1114 (b)(3))

Laurie Strope

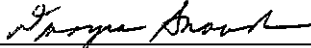
Name of Principal (please print)

Laurie Strope

Signature of Principal

6/14/19

Date Signed



Onslow County Director of Federal Programs

6-80-19

Approval Date

## SEC. 1118. PARENT AND FAMILY ENGAGEMENT

### (b) SCHOOL PARENTAL INVOLVEMENT POLICY-

(1) IN GENERAL- Each school served under this part shall jointly develop with, and distribute to, parents of participating children a **written parent and family engagement policy, agreed on by such parents**, that shall describe the means for carrying out the requirements of subsections (c) through (f).

### (c) POLICY INVOLVEMENT- Each school served under this part shall —

(1) convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

(2) offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

(3) involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;

(4) provide parents of participating children —

(A) timely information about programs under this part;

(B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and

(C) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; and

(5) if the schoolwide program plan under section 1114(b)(2) 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.

(d) **SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT-** As a component of the school-level parental involvement policy developed under subsection (b), **each school served under this part shall jointly develop with parents for all children served under this part 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. Such compact shall —

(1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the State's student academic achievement standards, and the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television

watching; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and

(2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum —

- (A) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
- (B) frequent reports to parents on their children's progress; and
- (C) reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.

(e) **BUILDING CAPACITY FOR INVOLVEMENT**- To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part —

(1) **shall** provide assistance to parents of children served by the school or local educational agency, as appropriate, 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 this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

(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;

(3) shall educate teachers, pupil services personnel, principals, and other 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;

(4) **shall**, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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;

(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;

(6) **may** involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

(7) **may** provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;

(8) **may** pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

(9) **may** train parents to enhance the involvement of other parents;

(10) **may** arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

(11) **may** adopt and implement model approaches to improving parental involvement;

(12) **may** establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;

(13) **may** develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

(14) **shall** provide such other reasonable support for parental involvement activities under this section as parents may request.

(f) **ACCESSIBILITY**— In carrying out the parental involvement requirements of this part, local educational agencies and schools, to the extent practicable, shall 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 in a format and, to the extent practicable, in a language such parents understand.

An assurance is hereby provided to the Local Education Agency (LEA) that the School will ensure that each of the required components referenced above shall be included in the School Parent Involvement Policy.

**Principal Signature: Laurie Strobe**

**Date: 6/10/19**

**Title I Staff Positions and Program Organization**  
**School: Richlands Elementary**

**Salaried Staff Positions** (include teachers, assistants, and any other employee whose pay is based on the salary schedule)

Name	Position (see below)	Percent Employed	Grade(s) Served	Setting (see below)	Description of Duties (see below)
Robin Corwin	Reading Specialist	100%	K-5	PO, IC	Provide reading interventions and support for students in grades K-5.
Mary Taylor	Reading Specialist	100%	K-5	PO, IC	Provide reading interventions and support for students in grades K-5.
Melinda Moody	Title I Coach	50%	K-5		Coordinate and work with classroom teachers and other support staff to accomplish these objectives: <ul style="list-style-type: none"> <li>• Ensure measurable improvement in children's academic performance in reading and math.</li> <li>• Work effectively with principals, teachers, and other support staff in the alignment and implementation of support for the literacy and math program used in the school.</li> </ul>

\*Positions should not contain Title I in the position name. Examples of possible positions include classroom teacher, resource/enrichment teacher, reading teacher, math teacher, teacher assistant, literacy/instructional coach, etc.

\*\*To fill a staff position, please refer to the procedures in the Title I administrative handbook located in public folders.



## **Spring Needs Assessment**

1. Please list the top three prioritized areas of need identified in the Spring Needs Assessment that are addressed in the 2019-2020 Title I Application and Planning Document.
  - K-3 Literacy Development
  - K-5 Math Development
  - Family Engagement
  
2. Please list all data sources used in determining the initial list of prioritized needs in completing the 2019-2020 Title I Application and Planning Document
  - Student performance levels
  - Title I data
  - MClass Reading 3D data
  - K-2 assessment data
  - Multi-Tiered Support Systems data
  - Study Island data
  - IReady data
  - Read to Achieve data
  - Words Their Way Spelling Inventory
  - BOG test data
  - EOG test data
  - Classroom Walkthroughs
  - NC Check-Ins data
  
3. List any other factors that were considered when determining the list of prioritized needs for the 2019-2020 Title I Application and Planning Document.
  - Discipline data
  - Attendance data
  - Student demographics
  - Student Profiles
  - Strategic Plan
  - NC Essential Standards
  - Priority Standards



**\*Positions should not contain Title I in the position name. Examples of possible positions include reading tutor, math tutor, and parent liaison.**

**\*\*To fill a staff position, please refer to the procedures in the Title I administrative handbook located in public folders.**

**\*\*\*Please note, a job description must be on file in the Title I office for each position listed.**

**\*\*\*\*Please remember, all hourly employees must complete and submit a monthly time sheet.**

## **PARTICIPATION OF CHILDREN IN SPECIAL POPULATIONS**

**(Required)**

### **Homeless Children Attending Non-Title I Schools**

1. Are there homeless children attending your school?  YES  NO
2. How many students are identified as homeless? **28**

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### **Migrant Children Attending Title I Schools**

3. Are there children of migrant workers, or children of former migrant workers, attending Title I schools?  YES  NO

4. How many students are identified as children of migrants? 0  
(Attach a list of students)

# Richlands Elementary

## Meeting Minutes

**Meeting Date:** 10/24/2018 - 4:00pm

**Title:** Strategic Planning Team

**Location:**

### **I. Attendance**

#### **Team Members:**

Alyssa Appelson, Chelsey Blondin, Robin Corwin, Becky Domhoff, Teresa Gittings, Stephen Humphries, Sabrina Kennedy, Jessica Lesser, Victoria Mainetti, Courtney Moffitt, Laurie Strobe, Jennifer Whaley

#### **Guests:**

### **II. Celebrate recent successes**

The team discussed recent growth on EOG assessments.

Great day today, as we resumed school after 6 1/2 weeks off of school due to Hurricane Florence.

### **III. Review and respond to coaching comments**

### **IV. Approval of last meeting's minutes**

### **V. Old Business**

### **VI. Indicators to Assess-Create-Monitor**

#### *Indicators Assessed*

#### *Objectives Planned For*

#### *Monitor (updates made)*

Needs assessment was shared with the team

Assessment of the 12 required indicators was reviewed.

Actions for A1.07, A2.04, and E1.06 were also reviewed

### **VII. Other Business**

#### **Action Taken:**

### **VIII. Next Meeting**

Date:

Time:

Title:

Location:

### **IX. Adjourn**

# Richlands Elementary

## Meeting Minutes

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**Location:**

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**Team Members:**

Alyssa Appelton, Chelsey Blondin, Robin Corwin, Becky Domhoff, Teresa Gittings, Stephen Humphries, Sabrina Kennedy, Jessica Lesser, Victoria Mainetti, Courtney Moffitt, Laurie Strobe, Jennifer Whaley

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### **VII. Other Business**

**Action Taken:**

### **VIII. Next Meeting**

Date:

Time:

Title:

Location:

### **IX. Adjourn**

4:30pm

# Richlands Elementary

## Meeting Minutes

**Meeting Date:** 05/22/2019 - 4:00pm

**Title:** Strategic Planning Team

**Location:**

### **I. Attendance**

**Team Members:**

Alyssa Appelson, Chelsey Blondin, Robin Corwin, Becky Domhoff, Teresa Gittings, Sabrina Kennedy, Victoria Mainetti, Courtney Moffitt, Laurie Strobe, Jennifer Whaley

**Guests:**

### **II. Celebrate recent successes**

Boosterthon Fun Run fundraiser was a great success! Multi-purpose room floor is REPAIRED!!!!

Chorus won competition at Busch Gardens!

School-wide we had great growth on iReady EOY diagnostic!

### **III. Review and respond to coaching comments**

### **IV. Approval of last meeting's minutes**

Unanimously approved.

### **V. Old Business**

### **VI. Indicators to Assess-Create-Monitor**

***Indicators Assessed***

The school regularly communicates with parents/guardians about its expectations of them and E1.06 the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)

***Objectives Planned For***

***Monitor (updates made)***

Positive responses from all parties regarding information sent home via email and newsletters and information on website and Facebook! Keep working!

### **VII. Other Business**

**Action Taken:**

\*Revamping master schedule to better suit needs of EC inclusion and resource scheduling as well as

scheduling of intervention pull-out groups.

\*EOGs - Need proctors for June 4, 5, and 7

\*Field Days - June 10, 11, 12 - need volunteers 9-11:30

\*Title I - Budget Due June 15 - majority of funds used for two reading specialists and other half of our instructional coach; 18-19 monies were used primarily for technology across campus.

\*Strategic Plan Goals are 2-3 year goals and will be assessed and updated prior to due date of June 15th.

### **VIII. Next Meeting**

Date:

Time:

Title:

Location:

### **IX. Adjourn**

4:20pm