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School-Level Parent and Family Engagement Plan

Shoal Creek Elementary

School Year: 2025-2026

Revision Date: August 27, 2025

In support of strengthening student academic achievement, Shoal Creek Elementary receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of students a written Parent and Family Engagement Plan that contains information required by section 1116(b) and (c) of Every Student Succeeds Act (ESSA). The Plan establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's Title I Plan submitted to the local educational agency (LEA).

Shoal Creek 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 Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of children, and make the parent and family engagement policy 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 program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of 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; and
(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 POLICY COMPONENTS

JOINTLY DEVELOPED

Shoal Creek 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.

- Shoal Creek Elementary (SCE) will 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 parental involvement policy and the joint development of the school-wide program under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA). Every spring, scheduled revision meetings are held where all parents are invited to provide input and make comments on the current Plans, and to help revise for the following school year. Also, all parents are given the opportunity to provide input through the annual Title I Parent and Family Engagement Survey, which is distributed to all parents in several ways at the end of 1st semester.
- The schoolwide Title I Parent and Family Engagement Plan will be made available to the public through the school's website. Hard copies of the Plan are also available in the school's Parent Resource Center. Parents may also request a copy of the Plan in the front office. Administration and Title I team members will be available to answer questions and interpret the Plan as needed.
- Should the Plan not be satisfactory to parents, SCE will submit any parent comments with the Plan to the RCPS District Title I office. Parents have the opportunity to evaluate the programs and are encouraged to make comments and suggestions. The comments and

suggestions from parents will be acknowledged and responded to by the staff members and/or the administration, if requested by the parent.

ANNUAL TITLE I MEETING

Shoal Creek Elementary will take the following actions to conduct an annual meeting, on August 28, 2025 at 5:00 pm, and encourage and invite all parents to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school Parent and Family Engagement Plan, the schoolwide plan, and the School-Parent Compact.

- SCE will conduct an Annual Title I Meeting at **the beginning of each school year prior to October 31st.** All parents will be invited and encouraged to attend. Schoolwide Title I information will be distributed to explain the delivery of services available to students, the system and school's goals, parents' responsibilities, parents' right to be involved, and the plans to meet the requirements of the Title I program. The Title I program will assist parents in understanding the State, county, and school's curriculum, along with Title I goals and objectives, which will be available to all parents. Parents and the school are encouraged to set high expectations for their children and become familiar with and understand the curriculum.

COMMUNICATIONS

Shoal Creek Elementary will take the following actions to provide parents the following:

- Timely information about the Title I programs;
- Flexible number of meetings, such as meetings in the morning or evening, and may provide childcare or transportation, using Title I funds, as such services relate to parent and family engagement;
- Information related to the school and parent programs, meetings, and other activities, will be sent to parents in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand;
- All meetings, notifications, instructional materials, and other pertinent information will be presented in a language easily understood by the parents. Translators will be provided, upon request. Oral explanations and directions will be offered to parents as necessary;
- SCE will provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents of migratory children, parents of students with disabilities, and parents with disabilities, to participate with the school atmosphere fully and comfortably; and
- Title I workshops and meetings for parents are offered throughout the year, at a time and day that are most convenient for parents to attend. Childcare is provided when needed

and requested by parents. Notifications of parent meetings and workshops are provided to parents in several ways, to get the best response for participation.

SCHOOL-PARENT COMPACT

Shoal Creek Elementary will take the following actions to jointly develop with parents 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.

- SCE will jointly develop with parents 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 annual Title I Revision Meeting(s) in the spring of each school year, in order to plan and give feedback on the School-Parent Compact for the following school year. Data from annual surveys completed by parents are reviewed when revising School-Parent Compact.

RESERVATION OF FUNDS

Shoal Creek 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:

- Parents are involved in the decisions regarding how funds reserved are allotted for parental involvement activities. Parents are provided multiple opportunities to provide input on the 1% set-aside funds the school receives for parent and family engagement opportunities. Feedback is also collected through the annual Title I Parent and Family Engagement Survey, workshop surveys, and through the link posted on the school's Title I page of our website.

COORDINATION OF SERVICES

Shoal Creek 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 more fully in the education of their children by:

- SCE will coordinate and integrate parent involvement programs, activities, and strategies as much as possible with our Kindergarten Transition Team and Homeless Liaison. For example, the Kindergarten Transition Team will work closely with area daycare facilities to provide resources and services for parents. Parents will be invited to attend a parent

workshop to learn about Kindergarten Reimagined prior to the beginning of school. Parents will be provided with materials and directions to assist them with preparing their child for the transition to school.

BUILDING CAPACITY OF PARENTS

Shoal Creek 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 used at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards;
- Providing 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, 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; and
    - How to work with educators to improve the achievement of their child

- A minimum of four (4) parent workshops will be provided for parents during the school year. Topics for these workshops will be based on student and parent needs. Part of these training opportunities will include strategies that parents can use at home to reinforce literacy skills. Parents will be provided with several resources, including technology, and tools to utilize in the home setting. The School Counselor, Instructional Coach, and teachers are available to provide support and academic help skills to parents. Instructional materials and literature about how to help children succeed in school are always offered to check out from the Parent Resource Center.

- Parents are provided with written documentation about the State curriculum in the fall and as requested throughout the school year. Parents are provided assistance interpreting the County's standards-based grading system and report cards.

Parent/Teacher conferences will be an arena in which parents will be given additional assistance with understanding student performance levels.

- Parents will be provided with the types of assessments, formal and informal, that will be administered to students during the school year. They will be given specific information used in measuring student progress and the expectations for meeting and exceeding State standards. The names and descriptions of State and local assessments will be provided to parents. They will receive further assistance at parent/teacher conferences. Letters will also
  be sent home with information about the assessments being administered, as well as an interpretation of the assessment results.

BUILDING CAPACITY OF SCHOOL STAFF

Shoal Creek Elementary will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, 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 by:

- SCE will provide training to educate the teachers, pupil services personnel, principal, 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 in how to implement and coordinate parent programs, and build ties between parents and the school. Staff training will be provided at least four times per year to staff during grade level meetings, staff meetings and online videos and communications from the Parent Liaison.

DISCRETIONARY SCHOOLPARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.

    - Parents will be notified of any community resources that will assist them to become full partners in the education of their children. The school's partners-in-educations sponsors and the PTA will be encouraged to assist parents. The school staff will provide academic assistance to students through the after-school tutorial program. Staff members will be trained in working with parents and how to meet their needs while working with students. Parent feedback will be sought through various avenues in making staff members aware of assistance that is needed. The Parent Liaison will also offer support for new families enrolling at Shoal Creek.

- Parent suggestions will also be included in planning professional learning for the administration, faculty, and staff members. Every effort will be made to strengthen the partnership between school and home as staff members seek ways to communicate with parents and improve the school community.

- Train parents to enhance the engagement of other parents.

    - As part of the school's Strategic Plan, staff members and parents will form a Parent-to-Parent Team with the purpose of designing ways to involve parents in the school, especially parents new to the school. Plans will include informal parent forums, home visits, and an information video about the school.

- Adopt and implement model approaches to improve parent and family engagement.

    - Shoal Creek Elementary will continue to work with parents and the community on SCE practices for involving parents in the work of the school. Research will continue to be conducted for model approaches that can be implemented in encouraging parents to be involved in day-to-day school activities.

- Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.

- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.

- Area businesses and community members will be invited to participate in school events and provide information on resources made available to parents. Sponsors will be used in supporting PTA events. Community members' services will also be included in conducting parent training sessions.