

CB Watson Primary School

Title I Handbook

2021-2022



A Parent's Guide to Title I

What is Title I?

Title I, Part A is a federally funded program under the Every Student Succeeds Act (ESSA). The purpose of Title I under ESSA is to ensure that **all** children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments.

Which Houston County schools are Title I schools?

CB Watson Primary	Northside High	Thomson Middle
Centerville Elementary	Northside Middle	Tucker Elementary
Eagle Springs Elementary	Parkwood Elementary	Warner Robins High
Huntington Middle	Pearl Stephens Elementary	Warner Robins Middle
Lindsey Elementary	Westside Elementary	WIN Academy
Miller Elementary	Perry Middle	Northside Elementary
Morningside Elementary	Russell Elementary	Shirley Hills Elementary



What supports are provided through Title I?

The Title I Program offers a variety of supports, which may include, but are not limited to, additional teachers, support staff, instructional materials and supplies, technology to support student learning, tutoring, professional development for school staff and capacity building events for families.

What role does family engagement play in Title I?

Family engagement is an integral part of the ESSA law. Districts and schools receiving Title I funding must:

- Ensure that high-quality academic assessments, accountability systems, teacher preparation and training, curriculum, and instructional materials are aligned with challenging State academic standards so that students, teachers, parents and administrators can measure progress against common expectations for student academic achievement.
- Afford parents substantial and meaningful opportunities to participate in the education of their children.



Families,

You can have a tremendous influence on your child's success in school. By partnering with the school and participating in the Title I program, you will:

- show your child that you support and value his/her education.
- be able to closely monitor your student's progress.
- build stronger relationships between home and school.
- provide valuable input about schoolwide programs.

Research shows that students whose families are engaged perform better academically, socially and behaviorally. Be sure to become involved in your child's school by:

- communicating regularly with your child's teacher.
- attending academic-based family events and parent-teacher conferences.
- volunteering at the school.
- joining the Parent Action Team or School Council.
- providing input concerning the Title I program at the school.

CB Watson Primary School

THE CONNECTION

**Family-School Engagement Plan and Compact
2021-2022**



C. B. Watson
PRIMARY SCHOOL

Alicia Conner, Principal
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Warner Robins, GA 31088

www.cbwps.hcbe.net

Revision Date: 08/17/2021

What is Title I?

CB Watson Primary is identified as a Title I school as a part of the Every Student Succeeds Act (ESSA). Title I is designed to support State and local school reform efforts tied to the challenging State academic standards to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support family engagement. All Title I schools must jointly develop with parents and family members a written parent and family engagement plan and compact.

THE CONNECTION

What is it?

The Connection is a comprehensive document joining our School-Family Engagement Plan and Compact together with the purpose of strengthening the bond between school and home. The Engagement Plan describes how our school will provide opportunities to improve family engagement that will support student learning at school and at home. All students and their families are invited and encouraged to fully participate in the opportunities described in this plan. The school will provide information and as many opportunities as possible for the participation of all family members. The Compact explains what teachers, parents and students each will do in an effort to work together to make sure that our students reach grade level standards. The Compact is discussed with families during parent-teacher conferences throughout the school year.

How is it revised?

The Connection is jointly developed and revised by our school's stakeholders. All families are invited to attend our annual Shared Decision Making Meeting (SDM) held each spring. Families are asked to review and give feedback on the Engagement Plan, Compact, and budget including the 1% set aside. All feedback forms from the SDM Meetings are collected, reviewed and used to revise this document and to improve program planning for the next school year. Families who are not able to attend the SDM Meeting have the opportunity to provide input by completing an online feedback form and completing the Title I Parent Satisfaction Survey that seeks suggestions regarding the plan, compact and budget.

Who is it for?

The Connection is for all students attending a Title I school and their families. We encourage and invite families to fully participate in the opportunities described in this document. Our school will provide full opportunity for the participation of parents and family members with limited English, with disabilities, of migratory children and caretakers of students served in Neglected and Delinquent Centers.

Where is it available?

The Connection is included in our Title I Handbook that is provided to all parents and families at the beginning of the year or whenever a new student enrolls. The Connection is also available on our school website and in our Parent Resource Center. Families can request a copy at any time during the school year.

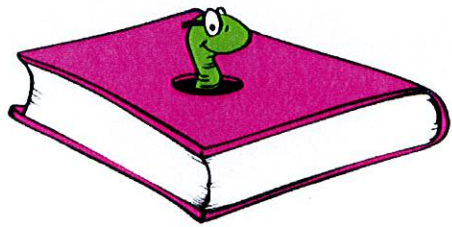
Let's Stay Connected

CBWPS believes that family engagement means the participation of parents and family members in regular two-way, and meaningful communication involving student academic learning and other school activities. Here are the ways to stay connected and informed.

- Progress Reports and Report Cards
- Infinite Campus
- School Website
- Social Media
- School Messenger call-outs
- Emails
- Parent-Teacher Conferences
- Weekly Folders

Access to Staff

- Our school has an open door policy.
- All teachers and staff are available through email. See the school webpage for contact information.
- Conferences may be scheduled directly with your child's teacher or through the Main office at (478) 929-6360.



ACTIVITIES TO BUILD PARTNERSHIPS

CB Watson Primary plans the following events to build the capacity for strong parent and family engagement and to support a partnership among school, parents, and the community to improve student academic achievement. Meetings and events are scheduled at various times and in different formats to accommodate the needs of our families. These events may be held in person or virtually.

Event	Focus	Date
Meeting and Greet	Welcoming	July 2021
Open House	Curriculum Standards	September 2021
Annual Title I Meeting	Informational	September 2021
Look Who's Reading	Literacy	Aug-Nov 2021
Grandparents Celebration	Literacy and Math	September 2021
Parent-Teacher Conferences	Monitoring Progress	October 21; February 22
Math Detectives- Math Night	Math	Oct-Mar 21-22
Digital Learning Exploration	Technology	October 2021
Math & Literacy Tutorials via FB Live	Curriculum Standards	Monthly
All Means All	ESOL	October & March 21-22
Parent Action Team Meeting	SDM	November 2021
Family Literacy Night & Book Fair	Literacy	November 2021
EIP Updates	Monitoring Progress	December 2021
G-Kids Workshop for Kinder Parents	Testing/Assessment	January 2022
Egg Drop Challenge	Literacy and Math	April 2022
Title I Parent Satisfaction Survey	SDM	February 2022
Voices for the Vision	SDM	March 2022
Kindergarten Ready	Transition	April 2022

CB Watson Primary School wants to help all our families participate in our family engagement activities. If you need assistance with childcare or transportation in order to attend the events listed in this plan, contact our Family Engagement Coordinator for more information and assistance.

Monique Brown
(478) 988-6200 ext. 1253
monique.brown@hcbe.net

Family Engagement Coordinator

Our FEC is **Monique Brown**. She is available to assist families in a variety of ways from finding resources, connecting with teachers and administrators, navigating Infinite Campus and providing opportunities for you to learn how to help your student at home.

(478) 988-6200 ext. 1253
monique.brown@hcbe.net

Parent Resource Center

Visit the Parent Resource Center to get pamphlets, brochures, and other resource materials to use at home with your child.

Room #
Monday-Friday, 8:30AM-3:30PM

Volunteer opportunities



- We welcome CBWPS parents to volunteer. A background check is required. Helping in the Media Center and chaperoning events are a few ways to volunteer.
- Classroom observations may be scheduled through the main office. Call (478) 929-6360

Our Pledge to our Parents and Families

CB Watson Primary School will take the following measures to promote and support parents as equal partners in their child's education. In order to reach our goal of the highest quality of student achievement, CBWP pledges to support our students and their families as the foundation of the school. We will:

- ✓ Ensure that all information related to school and parent programs, meetings and other activities is published in both English and Spanish and posted on the website or on social media.
- ✓ Provide training for staff on the value and contribution of parents, on ways to improve communication, on ideas to build strong partnerships with families, on providing information in a friendly format and on responding to parent requests four times during the school year.
- ✓ Partner with early learning centers to provide resources to help prepare families and their students for successful school transitioning.
- ✓ Share information/materials related to school and parent engagement activities, meetings and workshops in English and Spanish.
- ✓ Communicate with all families and the community on a regular basis regarding schoolwide events through school messenger, social media, school website, newsletters and flyers.
- ✓ Work with parents to develop relevant trainings and helpful presentations to educate our staff on the importance of parent and family engagement and how to support student learning.
- ✓ Provide information for parents to better understand Georgia Standards of Excellence and assessments for all grade levels.
- ✓ Collaborate with stakeholders and community/business leaders to increase awareness of family and community engagement programs.
- ✓ Connect families to classes or support groups to help further enhance our parent's various educational levels.
- ✓ Collect feedback from parents and family members after academic events in order to respond to parents' request for additional support for engagement activities.

2021-2022 District Goals

Increase the value of the overall district College and Career Ready Performance Index (CCRPI) score by 3% by focusing on high quality standards-based instruction, literacy, and Multi-Tier Systems of Support.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2021-2022 School Goals

Increase percentage of students reading on or above grade level by 5% by May 2022.

Increase Percentage of students mastering math standards at grade level by 5% by May 2022.



Kindergarten Focus Areas

Reading Comprehension
Addition and Subtraction Fluency to 5
Phonics

Our Compact: Teachers, Families and Students - Together for Success

CBWPS Will

- Encourage parents to watch Literacy Tutorials where teachers will show parents a variety of different reading strategies that can engage with their children at home.
- Virtual "Look Who's Reading" Provide reading practice, phonics skills, and comprehension strategies to parents.
- Math Tutorials provide parents a list of items that can be found at home and used as manipulatives to help improve math skills.
- Provide addition and subtraction fluency to 5 practice. Virtual "Math Detectives".
- Provide Reading at home Activities for comprehension practice. Literacy Tutorials.

Family Will

- Engage by watching the Literacy Tutorials and learn different reading strategies to use at home.
- Engage by watching our virtual "Look Who's Reading" and learn about reading practices, phonics skill and comprehension strategies.
- Use the list given to collect items use as manipulatives. Using these items will help with grouping, patterns and other math concepts.
- Engage in Virtual "Math Detective" and learn about composing and decomposing numbers.
- Complete Reading at home activities with your children and return packet to school.

Student Will

- Use different reading strategies learned in class to practice at home.
- Practice sight words and apply comprehension strategies at home.
- Practice Composing and Decomposing numbers at home.
- Complete and return Reading Activities

2021-2022 District Goals

Increase the value of the overall district College and Career Ready Performance Index (CCRPI) score by 3% by focusing on high quality standards-based instruction, literacy, and Multi-Tier Systems of Support.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2021-2022 School Goals

Increase percentage of the students reading on or above grade level by 5% by May 2022.

Increase percentage of students mastering math standards at grade level by 5% by May 2022.

1st Grade Focus Areas

- Reading Comprehension and fluency of fiction and nonfiction grade level text.
- Composing and decomposing numbers to solve addition and subtraction problems.
- Phonological awareness linked to the first 100 sight words in order to build a more fluent reader.

Our Compact: Teachers, Families and Students - Together for Success

CBWPS will

- Encourage parents to engage in Literacy Tutorials and provide them with guided reading practice, word work for the sight words and fluency that they can use at home.
- Teach parents critical thinking skills to help improve reading comprehension during virtual "Look Who's Reading".
- Encourage parents to engage in Math Tutorials and teach parents a variety of strategies for composing and decomposing numbers and problem solving.
- Teach grouping strategies to parents during Virtual "Math Detectives".
- Provide Reading at Home Activities for comprehension practice.

Family will

- Engage in literacy Tutorials and learn reading strategies for comprehension and fluency.
- Engage in virtual "Look Who's Reading" to learn sight word, critical thinking and comprehension strategies.
- Engage in Math Tutorials and learn strategies for composing and decomposing numbers.
- Engage in virtual "Math Detectives" to learn problem solving and grouping strategies that can be used at home to help their child.
- Complete Reading and Math at Home Activities with their student and return packet to school.

Student will

- Use taught reading strategies while reading at home and school.
- Practice critical thinking and apply comprehension strategies At home and school to complete work.
- Use taught math strategies to practice at home and school.
- Practice grouping strategies.
- Complete and return home Reading & Math Activities.
- Complete weekly homework.



2021-2022 District Goals

Increase the value of the overall district College and Career Ready Performance Index (CCRPI) score by 3% by focusing on high quality standards-based instruction, literacy, and Multi-Tier Systems of Support.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2021-2022 School Goals

Increase percentage of students reading on or above grade level by 5% by May 2022.

Increase percentage of students mastering math standards at grade level by 5% by May 2022.

2nd Grade Focus Areas

- Reading Comprehension (deeper thinking)
- Place Value (making a ten)
- Fluently adding & subtracting within 20.

Our Compact: Teachers, Families and Students - Together for Success

CBWPS will

- Encourage parents to engage in Literacy Tutorials and teach parents questioning strategies that match what that student is reading. Parents can then guide their student's thinking and check comprehension.
- Encourage parents to engage in virtual "Look Who's Reading" to learn ways to help their students make inferences and how to think deeper when reading.
- Math Tutorials for parents focusing on placing value.
- Provide math "take home" learning sheets/news letters to help parents better understand current strategies.
- Provide Reading at Home Activities for comprehension practice.

Family will

- Engage in Literacy Tutorials and learn reading strategies for comprehension and fluency.
- Engage in virtual "Look Who's Reading" strategies for inferencing and deeper thinking.
- Engage in Math Tutorials to learn problem solving strategies that can be used at home to help their child.
- Engage in virtual "Math Detectives" to learn and understand current strategies in math.
- Complete Reading at Home Activities with your student and return the packet to school.

Student will

- Practice reading at home answering questions to help increase comprehension.
- Read aloud to family members to increase fluency.
- Use math strategies taught to complete homework.
- Practice place value and math facts at home.
- Complete and return Reading Activities.





SUPERINTENDENT OF SCHOOLS
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HOKE MORROW

August 3, 2021

Right to Know Professional Qualifications of Teachers and Paraprofessionals

Dear Parent(s) or Legal Guardian(s),

In compliance with the requirements of the Every Students Succeeds Act, the Houston County School System would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested:

- Whether the student's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact your child's school or you may contact Dana Morris, Director of Federal Programs, at the Houston County Board of Education at (478) 988-6200 ext. 3449 or at email dana.h.morris@hcbe.net.

Thank you for your interest and involvement in your child's education.

Dana Morris, Director of Federal Programs

Copyright Piracy Awareness Notification

Title I, Part A, Section 1116 of the Every Student Succeeds Act (ESSA) states that Title I schools shall provide information and resources to help parents and families work with their children to understand the harms of copyright piracy. In keeping with this requirement, definitions of relevant terms as well as links to websites that may be helpful in educating children concerning copyright piracy regulations are included below.

Copyright-a form of protection given to creators and authors of literary, dramatic, musical and artistic works. A copyright means that the author has the right to do or let other do any of the following things:

- Make copies
- Distribute copies
- Perform work publicly
- Display work publicly
- Make modifications or adaptations

Generally, it is illegal for anyone to do any of the things listed above without the creator's permission. However, there are some exceptions and limitations to this right. One major limitation is the Doctrine of Fair Use.

Copyright Piracy-Unauthorized reproduction for sale or use of a copyrighted work such as a book, lyric or software.

Online Resources:

<http://eduscapes.com/tap/topic24.htm>

<https://www.commonsemmedia.org/videos/teaching-kids-about-copyright-piracy>

<http://www.copyrightkids.org/>

<http://www.ago.state.ms.us/wp-content/uploads/2013/08/Illegal-Downloads-What-a-Parent-Should-Know.pdf>

If additional assistance or more information is needed, the media specialist at your child's school can help.

Title I Complaint Procedures

Although the below steps are recommended for the most efficient resolution at the lowest level, the parent/student has the right to by-pass these steps at any time and request an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. The parent and the student may take part in the hearing and have an attorney represent you at your own expense. The impartial Hearing Officer will be selected by the district. Hearing requests must be made to the Title Coordinator identified in Step II below.

Step I

The complaint shall be presented orally or in writing to the school principal within ten (10) calendar days after the most recent incident upon which the complaint is based. Any witness or other evidence should be provided at this time. The administrator will conduct an investigation and render a written decision within ten (10) calendar days of the filing of the complaint.

Step II

A complainant dissatisfied with the decision of the school principal may appeal to the System Title I/Title II Coordinator by submitting a written statement of complaint to the System Title I/Title II Coordinator. This statement must be filed within ten (10) calendar days after the complainant receives the decision from the school principal. The complaint should be mailed to:

Mrs. Dana Morris, Federal Programs Director
Houston County Board of Education
Post Office Box 1850
Perry, GA 31069
Phone: (478) 988-6200
dana.h.morris@hcbe.net

Upon receipt of the written statement, the Title I/Title II Coordinator will schedule a meeting to attempt resolution of the concerns. The System Title I/Title II Coordinator will render a written decision within ten (10) calendar days after the meeting.

Step III

A complainant dissatisfied with the decision of the System Title I/Title II Coordinator may appeal to the Houston County Board of Education by filing a written request to the Office of the Superintendent. The complaint should be mailed to:

Dr. Mark Scott
Office of the Superintendent
Houston County Board of Education
Post Office Box 1850
Perry, GA 31069

The appeal must be filed within ten (10) calendar days after the complainant receives the decision from the System Title I/Title II Coordinator. The Board of Education will act on the complaint at the next scheduled BOE meeting.

PBIS




















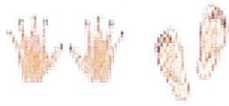
What is PBIS?

- The Positive Behavior Interventions and Support program is based upon the idea of recognizing positive contributions of students. Our goal is to help each child develop self-discipline. Home and school share the responsibility for developing good citizens. Parents, teachers, and students must work together to maintain a safe learning and positive learning environment. As part of PBIS, teachers, administrators, counselors and support staff will have responsibility to **TEACH** positive behavior expectations to students. **PBIS** means students will know exactly what is expected of them. Students who take responsibility will be recognized and rewarded in a variety of ways.

What is PBIS at C.B. Watson Primary School?

- C.B. Watson Primary's School-Wide Expectations for students are:
 - Be Respectful, Be Responsible, Be Safe
 - These expectations, along with the appropriate positive behaviors, are displayed in different areas of the school as reminders for students. Students will receive on-going instruction from staff on our school-wide expectations in all areas of our school. The classroom, restroom, cafeteria, hallways, bus, computer lab, media center, playground and assemblies are all settings where students will be expected to act in a respectful, responsible and safe manner.
- **Your school's PBIS Mission**
 - The mission of the C.B. Watson Primary PBIS team is to foster and promote a safe and positive school environment that enhances student learning through teaching and recognizing positive behavior.

Our Matrix

C.B. Watson Warriors are...	Hallway (Level 0) 	Lunchroom (Level 1) 	Bus (Level 2) 	Restroom (Level 0) 	Playground (Level 3) 
Respectful	Use quiet voices 	Quiet when the music is on 	Use Kind words 	No peeking under the bathroom stall 	Take turns 
Responsible	Stay in line 	Keep your area Clean 	Gather your belongings and watch for your stop 	Flush and then wash your hands 	Put your trash in the trashCan 
Safe	Use walking feet 	Wait your turn in line 	Stay seated and keep the aisle Clear 	Keep your hands and feet to yourself 	Keep hands, feet and objects to yourself 

Title I Handbook Acknowledgement Form

CB Watson Primary School

Dear Families and Students,

For the 2021-2022 school year, our Title I Handbook is available for your viewing on our school website at www.cbwps.hcbe.net under the Parent and Family Engagement tab.

The purpose of the Title I Handbook is to provide our families with detailed information regarding what it means to be a part of a Title I school. The handbook is also a critical component in helping to build a strong relationship between home and school. The documents included in the handbook are the *Parent's Guide to Title I, The Connection(Family Engagement Plan and Grade Level Compact), Right to Know Teacher and Paraprofessional Qualifications, Copyright Piracy Awareness and Complaint Procedure.*

If you prefer a printed copy of the handbook, please indicate in the space provided and we will gladly provide one for you.

Additionally, we ask that you sign and date acknowledging access and agreement to the School-Family Compact then return the form to your child's school.

Please choose one of the following options:

_____ I will access the Title I Handbook on the school's webpage. I do not wish to receive a printed copy.

_____ I would like to receive a printed, hard copy of the Title I Handbook. Please send one home with my child.

School-Parent Compact Signatures:

School Representative Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Student Name (print): _____

Student Signature: _____

Date: _____ Grade: _____

To be completed by school personnel only

Hard copy of Title I Handbook given to _____

Student Name

Date _____ By: _____

School Personnel