

Holloway Elementary School
2024-2025
Parent and Family Engagement

1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents involved. (Sec. 1116(c)(1))

During the first month of school is in session, Holloway Elementary School holds its required annual meeting of Title I parents. Parents are notified of the meeting through (1) notices sent home with students, (2) community advertisements through stakeholders, (3) newsletters and flyers. To ensure maximum participation, Title I meeting is held prior to Open House activities. Topics, to be discussed at this year's meeting are: What it means to be a Title I School; 1% set aside; the LEA Title I plan; the LEA Parental Involvement Plan; the ACIP; the School Parental Involvement Plan; the School-Parent compacts; requesting qualifications of your child's teacher, notifications of teachers who are not highly qualified; the annual evaluation of the Parental Involvement Plan; the process for how Title I parents may have involvement in the 1% set-aside, the LEA and School Parental Involvement Plans, and the Annual Evaluation of the LEA Parental Involvement Plan; Introduction of parent leaders/contact; timeline for this year's Parent Involvement Opportunities (including opportunities to share in decision making) Holloway receives \$2,766.61 in parenting funds.

2a. Describe how there will be a flexible number and format of parent meetings offered, 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.

The leadership and staff of Holloway Elementary School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meeting on a flexible schedule. Our annual meeting for parents of participating children will be offered two times during the first quarter of school. In addition, our parent center will offer its parent classes at varying times to include morning and afternoon sessions. All meetings

2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making).

Holloway Elementary School believes in involving parents in all aspects of its Title I program. Our process for how all parents have the opportunity for involvement in decision-making is as follows: Parent leaders have been trained on Title I, Part A, parental involvement and parents' rights. They serve as representatives on decision making committees and as contact persons for the Title I parents to answer questions about parental involvement and parents' rights. They keep parents informed of various committee work and receive input from parent leaders at the annual meeting of Title I parents at the beginning of the school year. Parents are also given a timeline outlining various parent involvement opportunities that will take place throughout the year. Parents receive reminders of parental involvement activities through the school's website, Schoology and newsletters. Holloway uses its parents involvement funds as follows: To fund all materials and supplies for our school's parent training and for the parent.

2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

Holloway Elementary School uses its parental involvement funds as follows: To fund all materials and supplies for our school's parent training and for the parent center.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. (Sec. 1116(c)(4)(A)(B)(C)) Holloway Elementary will continue to work with its teachers through in-services, faculty meetings, and grade-level meetings in understanding the importance of parental involvement and the understanding that parents are our partners. This year, our ACIP committee placed special emphasis on the need to ensure a closer connection between our school's identified goals and our parent involvement activities. Therefore, this year our principal will be closely with each lead teacher to ensure that grade-level meetings include a parent involvement focus. The principal will set the expectation that teachers plan parent involvement activities and utilize materials that best meet our school's identified goals.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated). (Sec. 1116(d)) Holloway Elementary School held a parent advisory meeting in May of 2024. Parents were given the opportunity to give input on the 23-24 parent compact. The compact will be explained to the parents during the Annual Title I Parent Meeting and they will be asked to sign the compacts signifying their commitment to working in partnership with the school in ensuring that their child is successful in school. The compacts will be discussed with teachers at faculty meeting. Each teacher will be given the responsibility to explain the compact to the students and obtain the students' signatures. The teachers will house the compacts in their classroom.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5)) In May of each year, Holloway Elementary School will bring in its ACIP committee to review, evaluate, and revise the ACIP. There are three parents on the committee who represent all the parents of the school. During the review process, all parents will be notified of the review through notices sent home in newsletters, on the school's website, and by calling posts. The notices make parents aware that the plan is under review, that a copy of the plan is available for review in the library and the parent center, and that parents have the right to give input regarding the revision of the plan. The notice also states that after the plan is finalized and approved, if a parents finds a plan to be unsatisfactory, they have the right to submit their concerns in writing to the principal. The principal will then submit their concerns to the district's parent specialist and Assistant Superintendent of Federal Programs.

6a. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

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. In May of each year, Holloway Elementary School will bring in its ACIP committee to review, evaluate, and revise the ACIP. There are three parents on the committee who represent all the parents of the school. During

the review process, all parents will be notified of the review through notices sent home in newsletters, on the school's website, and by calling posts. The notices make parents aware that the plan is under review, that a copy of the plan is available for review in the library and the parent center, and that parents have the right to give input regarding the revision of the plan. The notice also states that after the plan is finalized and approved, if a parents finds a plan to be unsatisfactory, they have the right to submit their concerns in writing to the principal. The principal will then submit their concerns to the district's parent specialist and Assistant Superintendent of Federal Programs.

6b. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall educate teachers, office personnel, and other school 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.

Holloway will continue to work with its teachers through in-services, faculty meetings, and grade-level meetings in understanding the importance of parental involvement and the understanding that parents are our partners. This year, our ACIP committee placed special emphasis on the need to ensure a closer connection between our school's identified goals and our parent involvement activities.

Therefore; this year our principal is working closely with each lead teacher to ensure that all grade levels include a parent involvement focus. The principal will set the expectation that teachers plan parent involvement activities and utilize materials that best meet our school's identified goals.

6c. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal 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.

Holloway Elementary School makes every effort to work with parents in meeting their requests as related to their involvement in their child's education. The majority of our parents have requested that meetings and activities be held at a specific time. The school has been able to accommodate this request. Most meetings are held from 4:00 p.m.-5:00 p.m.

6d. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

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.

At the present time, Holloway has three ELL students enrolled. Information on all school meetings, parent notices, etc. are sent to the parents of these children in the language that is most commonly used by their parents.

6e. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide such other reasonable support for parental involvement activities as parents may request. Holloway Elementary School makes every effort to work with parents in meeting their requests as related to their involvement in their child's education. The majority of our parents have requested that meetings and activities be held at a specific time. The school has been able to accommodate this request. Most meetings are held from 4:00 p.m.-5:00 p.m.

7. Describe how the school will ensure the provision for participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members 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. (See ESSA Sec. 1117(f))

Holloway Elementary School to the extent practicable provides opportunities for the participation of parent with limited English proficiency and parents with disabilities. At this time, Holloway has no migrant students. In the event that students or parents with limited English proficiency become part of Holloway, documents will be made available through "transact." Every effort is made to accommodate parents with disabilities. Holloway is a handicapped accessible building. Special accommodations will be made to communicate by phone and through home visits for homebound parents should the need arise