



# CB Watson Primary School

61 Martin Luther King, Jr. Blvd.  
Warner Robins, GA. 31088  
Phone: 478-929-6360



## Title I Parent Handbook

2022-2023

August 4, 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
Westside Elementary	WIN Academy	Northside Elementary
Miller Elementary	Perry Middle	Shirley Hills Elementary
Morningside Elementary	Russell Elementary	



## What supports are provided through Title I?

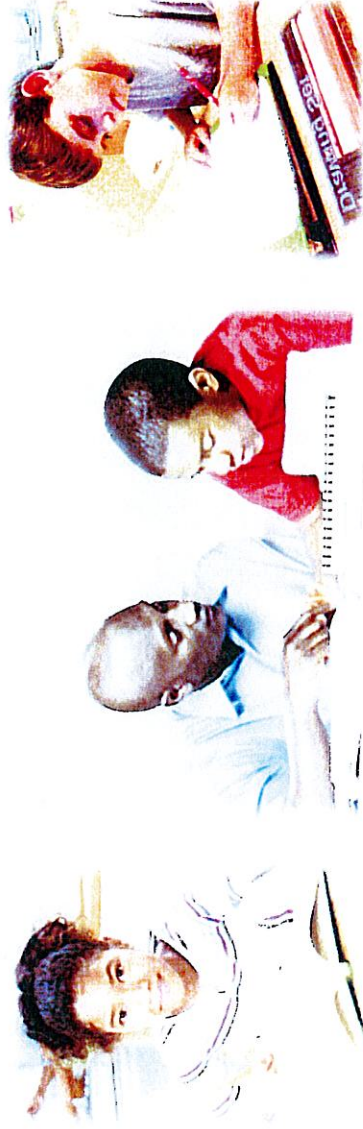
The Title I Program offers a variety of supports which may include, but are not limited to, additional teachers, support staff, instructional materials and supplies, technology to support student learning, tutoring, professional development for school staff and capacity building events for families.

## 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.

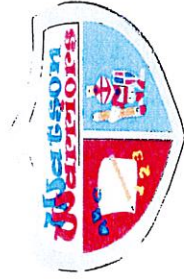
Research shows that students whose families are engaged perform better academically, socially and behaviorally. Be sure to become involved in your child's school by:

- 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.

## C.B. Watson Primary School

### THE CONNECTION

*Family-School Engagement Plan and Compact  
2022-2023*



Alicia Conner, Principal  
61 Martin Luther King, Jr. Blvd.  
Warner Robins, GA. 31088

[www.cbwps.hcbe.net](http://www.cbwps.hcbe.net)

**Revision Date: August 4, 2022**

#### What is Title I?

CBWP 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.

#### 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.



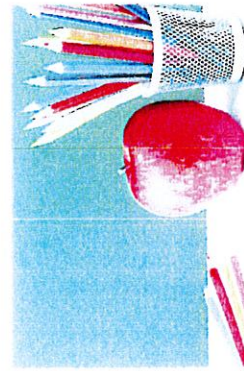
## Let's Stay Connected

CBWP 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
- DOJO
- Text
- Phone Call
- Notes written in the agenda

## 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.



CBWP 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 28 2022
Open House	Curriculum	August 30 2022
Annual Title I Meeting	Informational	August 30 2022
Help A Child Smile	Community Collab	Every 6 months
Warrior Action Team Meeting	SDM	September 2022
Technology is not Terrifying	Technology	September 2022
Parent –Teacher Conference	Monitoring Progress	October 7 2022
Come Grow with Us: IMAP Growth	Testing/ Assessment	October 2022
ESOL Parent Workshop	ESOL	October 2022
Kahoot with Us- Math Night	Curriculum	October 22-February 23
Fall into Reading- Literacy Night	Literacy	December 2022
Title I Parent Satisfaction Survey	SDM	February 2023
Voices for the Vision	SDM	March 2023
Welcome to Kindergarten Tucker Head Start	Transition	April 2023
Third Grade Here We Come	Transition	May 2023

CBWP 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 Liaison for more information and assistance.

Monique Brown  
 (478) 929-6360 ext. 1253  
 monique.brown@hcbe.net



## Family Engagement Liaison

Our FEL 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) 929-6360

[Monique.Brown@cbwps.net](mailto:Monique.Brown@cbwps.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 613

Monday – Friday, 8:30 -3:30 PM

## Volunteer opportunities



- We Welcome CBWPS Parent to Volunteer! A background check is required. Assisting in the Media Center and chaperoning events are a few ways to volunteer. Stop by or call for more information.
- Classroom observation may be scheduled Through the main office. For more information contact the main Office (478) 929-6360.

## Our Pledge to our Parents and Families

**CBWPS** 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, CBWPS 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.



## 2022-2023 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

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

## 2022-2023 School Goals

Increase percentage of students reading on or above grade level by 5% by May 2023

Increase percentage of students mastering math standards at grade level by 5 % by May 2023

## Grade Level: Kindergarten

### Focus Areas

- Reading Comprehension
- Addition and Subtraction Fluency to 5
- Phonics



Kindergarten

## 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 they can engage with their children at home.
- Send home the "Look Who's Reading" packets to provide reading practice, phonics skills and comprehension strategies.
- Provide parents with a list of items that can be found at home and used as manipulatives to help improve math skills.
- Send home "Math Measures Up" packets to provide addition and subtraction fluency practice.

### Family will

- Engage by watching the Literacy Tutorials and learn different reading strategies to use at home.
- Complete "Look Who's Reading" packet with you're your student to practice phonics skill and comprehension.
- Use the list given to collect items to use as math manipulatives.
- Complete Math Measures Up with student to practice math fluency up to 5.

### Student will

- Use different reading strategies learned in class to practice at home.
- Practice sight words and apply comprehension strategies at home.
- Practice math facts and fluency with numbers at home.
- Complete and return Reading and Math Activity packets.

## 2022-2023 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

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

## 2022-2023 School Goals

Increase percentage of the students reading on or above grade level by 5% by May 2023

Increase percentage of students mastering math standards at grade level by 5% By May 2023

## Grade Level: First 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

### School Name will

- Encourage parents to engage in Literacy Tutorials and provide them with guided reading practice, word work for sight words and fluency that they can use at home.
- Teach parents critical thinking skills to help improve reading comprehension using the “Look Who’s Reading” packets and during Fall into Reading Literacy Night.
- Encourage parents to engage in Math Tutorials and teach parents a variety of strategies for composing numbers and problem solving.
- Teach grouping strategies to parents using the “Math Detectives” packets and during Kahoot with Us Math Night.

### Family will

- Engage in literacy tutorials and learn reading strategies for comprehension and fluency.
- Engage in “Look Who’s Reading” activity and attend Literacy Night to learn sight word, critical thinking and comprehension strategies.
- Engage in Math Tutorials and learn strategies for composing and decomposing numbers.
- Engage in “Math Detectives” activity and attend Math Night to learn problem solving and grouping strategies that can be use at home to help their child.

### Student will

- Use taught reading strategies while reading at home and school.
- Practice critical thinking and apply composing strategies at home and school to complete work.
- Practice grouping strategies.
- Complete and return learning at home Reading & Math packets.
- Complete weekly homework.



## 2022-2023 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

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

## 2022-2023 School Goals

Increase percentage of students reading On or above grade level by 5% by May 2023

Increase percentage of students mastering math standards at grade level by 5% by May 2023

## Grade Level: 2<sup>nd</sup> Grade

### Focus Areas

- Reading and Composing (deeper thinking)
- Place Value (Making a ten)
- Fluently adding & subtracting within 20



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

### School Name 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 "Look Who's Reading" to learn ways to help their students make inferences and how to think deeper when reading.
- Provide video Math Tutorials for parents focusing on placing value.
- Provide "Math Detectives" packets and math newsletters to help parents better understand current strategies being taught in class.

### Family will

- View Literacy Tutorials and learn reading strategies for comprehension and fluency.
- Complete "Look Who's Reading" activity with students to practice strategies for inferring and deeper thinking.
- View Math Tutorials to learn problem solving strategies that can be used at home to help their child.
- Complete the "Math Detectives" packets with students to learn and understand current strategies in math. Read Math Newsletter thoroughly.

### 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  
DR. MARK SCOTT

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HELEN HUGHES, VICE CHAIRMAN  
LORI JOHNSON  
HOKE MORROW

August 1, 2022

## 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](mailto:dana.h.morris@hcbe.net).

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

Sincerely,  
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:

<https://www.commonsscsmcfla.org/videos/teaching-kids-about-copyright-privacy>

<http://www.copyrighttools.org>

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**

<p><b>C.B. Warriors are...</b></p>	<p>Hallway (Level 0)</p> 	<p>Lunchroom (Level 1)</p> 	<p>Bus (Level 2)</p> 	<p>Restroom (Level 0)</p> 	<p>Playground (Level 3)</p> 
<p><b>Respectful</b></p>	<p>Use quiet voices</p> 	<p>Quiet when the music is on</p> 	<p>Use kind words</p> 	<p>No peeing under the bathroom stall</p> 	<p>Take turns</p> 
<p><b>Responsible</b></p>	<p>Stay in line</p> 	<p>Keep your area clean</p> 	<p>Gather your belongings and wait for your stop</p> 	<p>Flush and then wash your hands</p> 	<p>Put your trash in the trashcan</p> 
<p><b>Safe</b></p>	<p>Use walking feet</p> 	<p>Wait your turn in line</p> 	<p>Stay seated and keep the aisle clear</p> 	<p>Keep your hands and feet to yourself</p> 	<p>Keep hands, feet and objects to yourself</p> 