



NEWTON COUNTY SCHOOL SYSTEM TITLE I PARENT AND STUDENT HANDBOOK

East Newton Elementary School

2023-2024 Mrs. Teresa Sauls, Principal



Newton County Schools Title I Parent and Student Handbook School Year 2023-2024



Dear Parent(s)/Guardian(s) and Students,

We welcome you to the School-wide Title I Program at East Newton Elementary School. We are excited about providing the best educational experience for your child and we look forward to an exciting school year. Enclosed you will find several items of information concerning the Title I program:

- 1. A Parent's Guide to Title I
- 2. Newton County School System Parent and Family Engagement Policy
- 3. School Parent and Family Engagement Policy
- 4. School-Parent Compact
- 5. Parent's Right to Know Letter
- 6. Complaint Procedures
- 7. Fraud, Waste, Abuse, and Corruption Policy
- 8. Occupational Survey
- 9. Affordable Connectivity Program Handout
- 10. Homeless Brochure

Please sign and immediately return the following forms to your child's school.

- 1. Letter of Notification (Gold Form)
- 2. School-Parent Compact-(Gold Form)
- 3. Occupational Survey (Gold Form)

If you have questions about the Title I program, please contact the principal, Teresa Sauls at 770-784-2973 or email at <u>sauls.teresa@newton.k12.ga.us</u>.

Thank you for your support of Title I program at East Newton Elementary School.

Sincerely, Teresa Sauls

Please sign and return

Student's name

Date

Parent's Signature

Date



School-Parent Compact East Newton Elementary School Year 2023-2024 Revision Date 07/30/2023

Dear Parent/Guardian,

East Newton Elementary students participating in the Title I, Part A program, and their families agree that this compact outlines how the parents, the school staff, and the students will share the responsibility for improved student academic achievement, and how the school and parents will build and develop a partnership that will help children achieve the challenging State academic standards. Please review the attached School-Parent Compact.

Please sign and date below to acknowledge that you have read, received, and agree to this School-Parent Compact. Once signed, please return the form to your child's teacher and keep the School-Parent Compact as a reminder of your commitment. The School-Parent Compact will be discussed with you throughout the year at different school-family events as we work together to help your child succeed in school. We look forward to our school-parent partner-ship!

Sincerely,

Strem Sauls

Principal

Teacher Signature:	Date:	Date:		
Parent/Guardian Signature:	Date:			
Student Signature:	Date:			



Educating Georgia's Future

Date: _____

School District:	

Parent Occupational Survey

Please complete this form to determine if your child(ren) qualify to receive supplemental services under Title I, Part C

Title I, Part C					
Name of Student(s)		Name of Sch	lool	Grade	
1. Has anyone in your	household moved in order	to work in another city, co	ounty, or state, in the	last three (3) years? \Box Yes \Box No	
2. Has anyone in your last three (3) years?		in one of the following occ	cupations, either full c	or part-time or temporarily during the	
 1) Planting/Pickin 2) Planting, grow 3) Processing/Partial 4) Dairy/Poultry/ 5) Packing/Proce 6) Commercial fisting 	ing, cutting, processing tre cking agricultural products Livestock ssing meats (beef, poultry shing or fish farms		pine straw		
Names of Parent(s) or I	.egal Guardian(s)				
Current Address:					
City:	State:	Zip Code:	Phone:		
	Thank	k You! Please return this fo	orm to the school		
Non-MEP funded (conso	rtium) school/districts: When at al, occupational surveys to the R		aison or migrant contact fo e of the boxes from 1 to 7 i ram Office serving your dis	or your school/district. is/are checked, districts should email, always strict. For additional questions regarding this	
Pho	n 1 MEP, Rose McKeehan ne: 470-763-1137 han@doe.k12.ga.us		GaDo	OE Region 2 MEP, Pearl Barker Phone: 470-763-1138 PBarker@doe.k12.ga.us	

Family Contacted/Attempt Date:

1562 Twin Towers East • 205 Jesse Hill Jr. Drive • Atlanta, GA 30334 • www.gadoe.org

Sent to Regional Office on:

Richard Woods, Georgia's School Superintendent

An Equal Opportunity Employer

A PARENT'S GUIDE TO TITLE I

Welcome to our school!

We are one of Newton County Schools providing instruction to students through a Title I Schoolwide Program. The information that follows is intended to assist parents and the community in understanding what it means for our school to have a Title I Schoolwide Program.

What is a Title I?

Title I is a part of the Federal Elementary and Secondary Education Act (ESEA). The Act provides financial assistance to state and local education agencies to meet the educational needs of children who may be at risk of failing the state's performance standards.

What is a Title I Schoolwide Program?

A School-Wide Program uses Title I funds to develop and maintain quality educational services in the core academic areas in order to raise academic achievement for all students at the school.

What are the benefits of a Schoolwide Program?

The benefits that our school receives by having a Title I School-Wide Program include:

- Flexibility in having personnel provide instruction to students.
- ALL students can have their academic needs met.
- o ALL staff can participate in professional development.

<u>All</u> of our energies and resources are directed toward helping every student in our school meet and exceed state performance standards.

Parent and Family Engagement at Our School

Our staff understands the importance of involving parents as partners in the education of their children. As a Title I school, we encourage parent support of student instruction through learn-at-home activities and school level volunteer opportunities. Additional focal points for parent involvement include development of parenting skills, communication styles and community collaboration. The following are ways we invite and encourage parents to be involved at your child's school:

- Increasing Parent Awareness by providing each parent a copy of the district and school parent and family engagement policies.
- Encouraging each parent to sign and fulfill the harmony of the School-Parent Compact.
- Providing a voice for parent by participating in Parent Surveys and input meetings.
- Building school and community support by hosting parent meetings and workshops.
- Providing parents with Rights to Know information concerning Teacher Certification status.



Please visit our website to gain more information about Newton County School System's Title I Program.

- Family-School Partnership Program
- Title I Department Personnel
- Title I, Part A-Schoolwide Programs
- Title I, Part A-Targeted Assistance Programs
- Title I, Part A-Reward Schools
- Title I, Part C-Migrant Education
- Title III-EL/Immigrant Education
- Title IX, Part A-Homeless Education Program
- Title I Resources
- Fraud Procedures
- Complaints and Procedures



Recommended websites for parents and students:

- <u>www.newtoncountyschools.org</u> Locate information about departments, programs and schools within the county. Learn more about the State Title I Program.
- <u>https://campus.newton.k12.ga.us/campus/portal/newton.jsp</u>- Provides parents access to accurate, current and confidential information about students' school attendance, grades, class assignments, and more on the Infinite Campus portal. Login information is provided by each school of attendance.

For more information, contact the following:

Dr. Shelia Thomas – Chief Strategy and Support Services Officer thomas.shelia@newton.k12.ga.us 770-787-1330 ext. 1250

> Dr. Andrea Kinney kinney.andrea@newton.k12.ga.us 770-787-1330 ext. 1248 2109 Newton Drive Covington, GA 30014



Newton County School System Parent and Family Engagement Policy

Revised May 31, 2023 2109 Newton Drive Covington, GA 30014 www.newtoncountyschools.org

2023-2024



What is Family Engagement?

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, including ensuring:

- (A) That parents play an integral role in assisting their child's learning.
- (B) That parents are encouraged to be actively involved in their child's education.
- (C) That 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.
- (D) The carrying out of other activities, such as those described in Section 1116 of the ESSA.

About the Parent and Family Engagement Policy

In support of strengthening student academic achievement, the Newton County School System (NCSS) has developed this parent and family engagement policy that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district's Title I schools. This plan will describe NCSS's commitment to engage families in the education of their children and to build the capacity in its Title I schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals.

When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A provides for substantive family engagement at every level of the program, such as in the development and implementation of the district and school plan, and in carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents and family members in their children's education. Consistent with Section 1116, the NCSS will work with its Title I schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) and each include, as a component, a schoolparent compact consistent with Section 1116(d) of the ESSA.

Jointly Developed

During each Title I School's Stakeholder Input and Development meeting, all parents are invited to participate and provide suggestions and ideas to improve the LEA's Parent and Family Engagement Policy for the 2023-2024 school year. The school sent a letter to all parents informing them about the meeting and posted an announcement on their school's website. During the meeting, parents also reviewed and discussed, the development of the School Parent and Family Engagement Policy in addition to the CLIP, the School-Parent Compact, the 1% Parent Allocation, Building Staff Capacity, and the Title I Schoolwide Plan.

Upon final revision, the district parental involvement policy was incorporated into the CLIP, which was submitted to the state. Parents are welcome to submit comments and feedback regarding the policy at any time on the district's website or by submitting written comments to their child's school. All feedback received was considered when revising policy for this school year.

The district's parental involvement policy was posted on the district websites, distributed as part of the Title I Parent Involvement Handbooks at the beginning of the school year and made available in the school's resource centers.

Strengthening Our School

This year, the district Family Engagement and Compliance Specialist will provide assistance and support to all Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the district and the Family Engagement and Compliance Specialist to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the district and the Family Engagement and Compliance Specialist will hold meetings and trainings with its Title I Parent Contacts to provide technical assistance and review family engagement plans and activities.

The meetings and trainings include:

- Title I Parent Contact Orientation
- Title I Parent Contact Building Capacity Meeting
- Title I Parent Contacts Year-End Meeting

Reservation of Funds

The NCSS will reserve 1% from the total amount of Title I funds it receives in 23-24 school year to carry out the parent and family engagement requirements listed in this policy and as described in Section 1116 of the ESSA. Furthermore, the district will distribute 90 percent of the amount reserved to Title I schools to support their local-level family engagement programs and activities. The district will provide clear guidance and communication to assist each Title I school in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations.

Each Title I school will host an annual Revision and Development Meeting for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the district and school level. Comments and minutes from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

Opportunities for Meaningful Parent Consultation

Input and suggestions from parents and family members and the community are an essential component of the district and school improvement plans that are developed each year. All parents of students attending a Title I school are invited to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals.

Title I Parent and Student Handbooks

All Title I Parents receive a copy of the LEAs Parent and Family Engagement Policy at the beginning of each school year as part of the Parent and Student Title I Handbook. Parents are invited to complete the input form attached to the policy to provide input and return it to their child's school. The Title I Parent Contact at each school collects the input forms and will submit them to the District's Family Engagement and Compliance Specialist.

Comprehensive LEA Improvement Plan (CLIP)

The LEA Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan (CLIP) will be posted on the district's website so that parents and the community can provide input on the family engagement budget and family engagement programs throughout the year.

School-Level Stakeholder Input Meetings

All parents and the community are welcome to review and provide input into the district parent and family engagement policy and the CLIP for the 2023-2024 school year. Notices regarding this meeting will be sent home to all parents in advance of the meeting.

Parent input on the use of Title I funds to support family engagement programs may also be provided through the annual district survey. The survey will contain questions related to the family engagement budget as well as a section for parents to provide their comments.



Building Capacity

The NCSS will build the schools' and parents' capacity (Primary and Secondary Methods) for strong family engagement, in order to ensure effective involvement of parents and family members and to support a partnership among the Title I schools, parents, and the community to improve student academic achievement by building the capacity for effective family-school partnerships through meaningful parent meetings and other activities that are linked to student learning.

NCSS will work as a district and through its Title I schools to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding the Title I program. The NCSS will provide classes for parents to gain knowledge about the challenging state academic standards, local academic assessments, as well as the required assessments for Georgia students including alternative forms of assessment.

NCSS will provide materials and trainings in English and Spanish and in a language that the parent can understand Each Title I school will provide information to assist parents with understanding the online student information system and other digital educational resources (including education about the harms of copyright piracy) during the Annual Title I Parent Orientation. Dates and times for the orientations will be determined and announced by each individual school.

NCSS's District Family Engagement and Compliance Specialist will provide tools, resources, and materials to assist each Title I school to provide meaningful quarterly trainings to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff. The trainings will assist schools to reflect on current practices to recognize strengths and opportunities for improvements and implement a parent and family engagement program that cultivates effective family-school partnerships.

NCSS will coordinate and integrate the district's family engagement programs with the local preschool program and other federal funded preschool programs in the district by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, the elementary schools will host Kindergarten Round-Up days so parents may tour the schools and receive information to help prepare them and their children for kindergarten. The district will also coordinate with these programs to ensure that parents are informed about available resources. In addition, Newton County School System works with multiple agencies to ensure efforts are coordinated on behalf of meeting the needs of migrant, homeless, immigrant, ELL, neglected and delinquent, at risk, early childhood students and military related families.

NCSS's District Family Engagement and Compliance Specialist will conduct a Title I Contacts Building Parent Capacity Meeting for Title I Parent Contacts to learn and discuss strategies to increase family engagement, improve school- family communication, and build ties with parents and the community. These trainings and/or best practices will be redelivered to the faculty and staff of Title I schools.

NCSS ensures that information related to district, school, parent meetings, and activities is available to all parents. Each Title I school is required to send home and post online information for parents and family members in an understandable language and uniform format. Title I Parent Contacts will be trained to assist their schools on parent notifications and resources to be sent home in the parents' native language, where applicable, and providing interpreters at parent meetings. Information posted on the district website will be translated to the extent practicable. The district will also utilize school phone call systems, district and school websites, local news media, and other school message systems to post information for parents.

Parent and Family Engagement Evaluation

Each year, the NCSS will conduct an evaluation of the content effectiveness of this parent and family engagement policy and the parent engagement activities to improve the academic quality of the Title I schools through an annual parent survey and Annual Parent Revision and Development Stakeholders Input Meeting.

Beginning each April, each Title I school will send home a survey flyer to inform parents of the district's online Parent Involvement Survey that starts in the spring. All parents are invited to participate in the survey made available on the district and school's website. In addition to the online survey, a hard copy of the survey is provided to parents who have limited or no technology to access the survey. Copies of the survey are provided in Spanish. Copies of the survey will be made available in other languages upon parent request.

NCSS will use the information from the school-level stakeholder's meetings and the survey results to design strategies to improve effective family engagement, to remove possible barriers to parent participation, and to revise its parent and family engagement policies.

Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district Family Engagement and Compliance Specialist will communicate and collaborate with the Office for Student Support Services to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand.





Adoption

This districtwide parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs as evidenced by the collaboration of parents, school, and district personnel at the annual school-level revision and development meetings.

This policy was adopted by the Newton County School System on May 31, 2023, and will be in effect for the 2023-2024 academic school year. The school district will distribute this policy in multiple ways to all parents of participating Title I, Part A children on or before September 29, 2023.



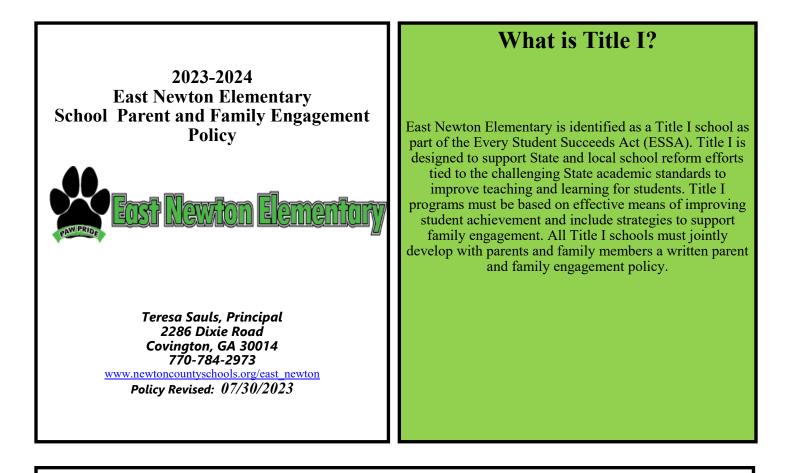
Parent Comments
Newton County School System encourages parent input and comments at any time regarding the parent and family engagement policy. All parent feedback will be used to revise the current policy for the next school year. The policy is posted on the district's website and paper copies are available at the Board Office. We administer an annual survey for all parents to provide feedback and make any suggestions that parents find important. Parents may also offer feedback at their child's school revision meeting held in the spring. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory, please provide us with your comments in the space provided and leave this form in the main office of your child's school:
Name (optional)
Phone (optional)
Comments:
"Nothing you do for children is ever wasted." – Garrison Keillor

"At the end on the day, the most overwhelming key to a child's success is the positive involvement of parents." -Jane D. Hull



If you have any questions or concerns please contact:

Office of Federal Programs Family Engagement & Compliance Specialist (770) 787-1330 ext. 1318



School Plan for Shared Student Achievement

What it is?

East Newton Elementary envisions a learning community where students are challenged to produce, perform, create, think critically, and communicate their knowledge in order to surpass the standards of a competitive, globally connected audience. This parental involvement policy describes how East Newton Elementary will provide opportunities for improved parent engagement to support their child's learning. This policy was developed collaboratively with parents and is revised annually. East Newton Elementary believes that parental involvement is essential to improving student achievement. This policy describes the methods that parents play as an active role in planning and participating in activities and events to promote their child's learning at home and at school.

How is it developed?

Teachers, staff, administrators, and parents collaboratively develop the Title I Plan and Policies. ENES invited all parents and community members to come to a yearly revision/feedback meeting that was conducted at the end of the school year. Parents were given the opportunity to review the Title I School Wide Plan, ENES and District Parent and Family Engagement Policies and Compact, Parent Involvement Budget, and Newton County CLIP. Feedback was used to revise all of these documents for the next school year. The policy is sent home annually and posted on the school's website for parents to view and provide feedback throughout the year. East Newton Elementary School invites all parents to provide feedback, at any time, regarding the parental involvement policy, as well as the other documents listed above. All feedback will be used to revise the plan for the next school year.

Who is it for?

All students and their families are expected to fully participate in the opportunities described in this policy. East Newton will provide full opportunities for the participation of parents with limited English, parents with disabilities, and parents of migrant children.

Where is it available?

At the beginning of the school year, every student receives a packet of Title I information. This packet includes ENES Title I Policy, Compact, calendar of Parent Involvement Activities, and district Title I information. Parents can also retrieve a copy of the policy on the school's website, at the Parent Resource Room, or request a written copy from the office or homeroom teachers throughout the year. This information will be available in English and Spanish. New students, that enroll throughout the school year, will also receive this packet.

Newton County Schools Goals The mission of Newton County Schools is to provide	School-Parent Compacts
 The mission of Newton County Schools is to provide educational excellence to all students. <u>Strategic Goal Area I: Student achievement and success</u> Improve student mastery of standards Increase opportunities for students to demonstrate success beyond test scores Increase graduation rate <i>East Newton Elementary Goals</i> Goals: Increased Achievement in Reading and Math Kindergarten through Fifth Grade Reading: Increase by 3%, the current number of students' proficiency % on the Fastbridge Assessment. Focus Area: Phonics and Fluency Math: Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment. Focus Area: Number Sense 	In accordance with this policy, East Newton Elementary and our families have developed a school-parent compact. This compact outlines how parents, teachers, and students will work collaboratively in order to ensure that all stu- dents meet and exceed grade level performance standards. This compact will be reviewed and updated during the Title I Parent Revision/ Feedback meeting which is conducted at the end of each school year. The school-parent compact is kept with each child's teacher if par- ents need a copy and reviewed at parent- teacher conferences.

Parent Engagement Program and Activities

East Newton Elementary will host the following events to build the capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement. Notification of these events will be provided, two weeks prior to the event, through flyers in Wednesday folders, school marquee, and our school website. These documents will be available in Spanish upon request.

East Newton Elementary wants all parents to have the opportunity to attend the activities listed in this policy. Selected activities will be take place during school, after school, and in the evening. Please call or email the school if you need assistance with transportation in order to participate in our Title I Parent Involvement Meetings. (770) 784-2973, ridling.daphne@newton.k12.ga.us.

Title I Annual Parent Orientation Meeting – August 24, 2023, 6:00 pm

- All parents and families are invited to an evening of learning and sharing about our Title I program including our parent involvement policy, the school-parent compacts and the parents' requirements.
- Parent Resource Room Open House
- Curriculum Night— August 24, 2023, 6:30 pm
- Learn about your student's grade appropriate curriculum, the state and school academic standards and expectations for your student, and gain insight into the types of assessments required

Parent – Teacher Conferences—September 15, 2023

Updates on student progress and share School-Parent Compact

Pastries with Parents - October 4&5, 2023, 7:30 am

Parents are invited to learn reading and vocabulary activities/games to use with their student at home. Parents will learn the value of reading as a family and having fun discussions to enrich and build their student's vocabulary.

Parent – Teacher Conferences—February 2, 2024.

- Updates on student progress and share School-Parent Compact
- Family Math Night! February 29, 2024, 6:00pm
- Families will come and learn fun and engaging games/activities that can be used at home to help support your student's math skills.

Annual Title I Stakeholders' Input Meeting — March 14, 2024, 6:00pm

Parents will review and provide feedback for school parent involvement policies, district parent involvement policies, school-parent compact, parent involvement meetings and topics, use of parental involvement 1% allocation Title I plan, Comprehensive Local Education Agency Implementation Plan (CLIP), and ways ENES can build staff capacity.



mpacts

Parent Engagement Funds

Did you know that each LEA that receives more than \$500,000 in Title I, Part A funds, shall reserve at least one percent of its allocation to assist schools to carry out the parental engagement activities? Attend our Annual Title I Stakeholder's Input Meeting to give your input on how we can use our funds to provide you with the tools, resources and strategies to help your child reach academic success

Annual Title I Stakeholders' Input Meeting March 14, 2024, 6:00 pm

Parent and Family Engagement

East Newton Elementary believes that a partnership with parents is crucial for student success. This partnership includes regular, two-way communication regarding student learning progress, ways parents can help their child, and providing information regarding other school activities.

Having successful parental involvement ensures:

- That parents are active participants in their child's learning.
- That active parent involvement in their child's education is encouraged.
- That parents are given many opportunities to be a full partner in their child's education and are included, as appropriate, in decision making and able to participate in advisory committees. The fulfillment of other activities as described in this policy.

East Newton Elementary is "Extending a Paw" to Parents

In order to build capacity, promote, and support parents as an integral part of improving our school, East Newton Elementary will ensure that all information related to school and parent programs, meetings, and other activities are posted on the school website, posted on school marquee, sent home in letter/newsletter format, and sent home via school messenger. Additionally, ENES will help build the capacity for effective school-parent partnerships by implementing the following strategies and activities:

- Provide information, in English and Spanish, to parents in understanding student progress and state academic content standards. This will be accomplished by holding a curriculum night with curriculum and testing information, parent meetings that are linked to learning, parent conferences, sending home progress reports and utilizing Infinite Campus portal.
- Provide materials and training to help parents work with their child to improve their child's achievement, such as literacy training and using technology, and the harms of copyright piracy.
- Foster parental involvement, by having available an ENES Parent Resource Center where parents can obtain brochures about academic information and materials on a checkout system. ENES will offer Parent Academies in the areas of reading and math to provide strategies for parents to use at home with their student.
- Provide training and share tips sheets to build staff capacity to work with parents as equal partners.
- Coordinate and integrate parental involvement programs and activities with Bright from the Start, public preschool, private preschools, and other programs, and conduct other activities, such as transition parent meetings, and parent resource centers, that encourage and support parents in more fully participating in the education of their children.
- Provide academic information, such as flyers, brochures, school and district handouts, as well as academic
 materials including those materials and resources available through our ENES Parent Resource Center to
 the parents of participating children in an understandable and uniform format. Parents are encouraged to
 attend Title I events throughout the school year.
- Communicate with all families and the community on a regular basis regarding Title I events and activities, through a phone messenger, flyers, and the school website. Information will be available in English or Spanish upon request.

Parent Resource Room

ENES Parent Resource Center **Items Available** Parent Informational Pamphlets: Academic Help Social and Emotional Help

Checkout System: Math Manipulatives Math, Reading, and Writing Activities

Monday – Friday 7:00-7:40 AM and 2:30-3:30 PM Contact: Mrs. Helm for more information <u>Helm.kerri@newton.k12.ga.us</u> Located in Room 26 770-784-2973

Continuous Communication

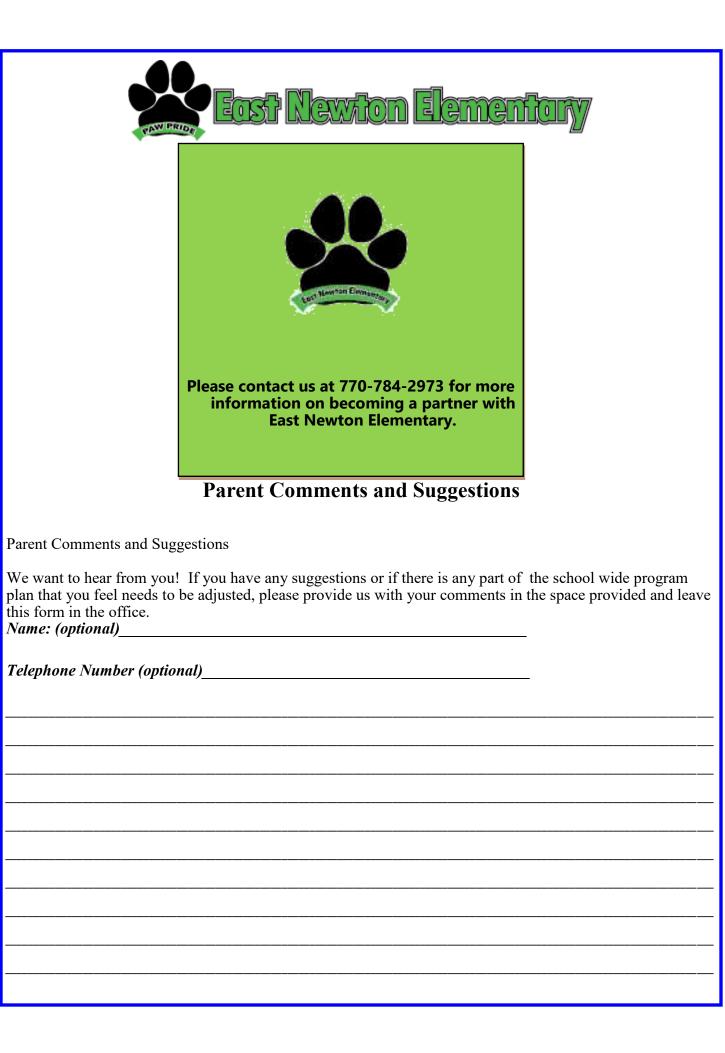
All informed, engaged, and supportive family plays an instrumental role in a student's academic success. The Newton County School System supports families in partnerships with schools, district, and the community in the quest of achieving academic success for all students. Here are some ways that we provide continuous communication with our parents to ensure that learning is continued beyond the school day.

Parent Connect Canvas Page Teacher/Grade Level Canvas Page Twitter Facebook Wednesday Folders School's Website Remind/ClassDojo/ClassTag

Measures of Effectiveness

- Parent Meeting Evaluation—to gather feedback from the parents to evaluate the effectiveness
 of the meeting and to gain insight on parent academic support for future meetings.
- Parent Survey Data—to gain insight on ENES effectiveness in meeting the needs of parents in various areas such as technology, parent workshop topics, and school climate so that we can create an environment that meets the needs of all parents and families.
- **Revision and Development Stakeholders Meeting:** to give all stakeholders the opportunity to give input to build on the effectiveness of the:
 - Parent and Family Engagement Policy-School and District
 - School-Parent Compact
 - Comprehensive LEA Improvement Plan (CLIP)
 - Title I School wide Plan
 - Building Staff Capacity
 - Parent Involvement 1% Funding
- **Student Outcomes:** to access if strategies and activities, as outlined on the school parent compacts, are effectively impacting student achievement.
- Multiple Opportunities for Input: ENES will provide several opportunities for parents and families to provide input on the effectiveness of the Title I Program. Parents can access our Title I School wide Plan, The Parent and Family Engagement Policy, and the School-Parent Compact on our school's website. These documents are also located in our parent resource room located in room #14.







School-Parent Compact Kindergarten 2023-2024

Revised 07/30/2023



<u>What is a</u> <u>School-Parent Compact?</u> East Newton Elementary staff, students, and their families, agree that this compact outlines how they will share the responsibility for im- proved student academic achievement. This compact describes how the school and parents will build and develop a partnership that will help children achieve the state 's high standards. This compact will be reviewed and updated dur- ing the Title I Parent Revision/Feedback meet- ing which is conducted at the end of each school year. The school-parent compact is kept with each child's teacher and reviewed at parent- teacher conferences. A copy of the Compact can be requested from the teacher.	Activities to Build Partnerships Please join us during our parent involvement Title I activities: • Annual Parent Orientation Meeting • Curriculum Night • Parent-Teacher conferences • Parent Academies throughout the year • Pastries with Parents (Reading and Vocabulary Development) • Family Math Night! (Collaborative Math projects) • Annual Title I Input and revision Meeting Parents and community members are encouraged to volunteer to read to and with students, assist them with sight words, and help them with math skills.
Jointly Developed The school-parent compact, policies, and Title I plan are developed with feedback from teachers, administrators, parents, and community members. Parents and community members are invited to attend an annual revision and development meeting at the end of each year and make changes based on student needs. Parents and community members are welcome to contribute and offer suggestions at any time during the year. Please call 770-784-2973 or email Daphne Ridling at ridling.daphne@newton.k12.ga.us for more in- formation about our School-Parent Compact.	 Communication about Student Learning East Newton is dedicated to ensure adequate communication with all families and the community on a regular basis regarding Title I events throughout the school year. This will be accomplished by: Phone/school messenger/Remind Flyers Parent Conferences—receive updates on student achievement and review ENES Title I Compact Weeks of September 16th and February 3rd Frequent communication through the use of agendas to keep parents updated on student achievement School website and School marquee Wednesday Folder for frequent reports Contact your child's teacher if you have questions or concerns about your child's academic success. We need volunteers! Contact the school if you would like to volunteer in any way.

website. Please contact your child's teacher to volunteer in his or her class.

Our Goals for Student Achievement

District Goal Strategic Goal Area I: Student achievement and success

O Improve student mastery of standards

O Increase opportunities for students to demonstrate success beyond test scores

0 Increase graduation rate

East Newton Elementary Goals Increased Achievement in Reading and Math Kindergarten through Fifth Grade <u>Reading</u>: Increase by 3%, the current number of students' proficiency % on the Fastbridge Assessment in Vocabulary Acquisition and Use. Kindergarten Focus: Use appropriately newly taught words and phrases

<u>Math</u>: Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment in Extended Reasoning Skills

Kindergarten Focus: Solve addition and subtraction word problems

Teachers, Students, and Parents-Together for Success

In the Classroom...

• Provide parent academies to share strategies in the area of math problem solving and reading skills in the area of vocabulary.

• Provide parent resources, after parent academies, that include materials for math problem solving and reading skills in the area of vocabulary. Materials and information are available on a checkout system.

• Provide parent and student access to BrainPop and other interactive math and reading websites on the ENES webpage for practice at home.

Families

- Attend parent academies that the school offers to receive strategies in the area of math problem solving and reading skills in the area of vocabulary.
- Visit, checkout, and use reading and math materials from the parent resource room to assist with learning at home.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.





School-Parent Compact First Grade 2023-2024

Revised 07/30/2023



<u>What is a</u> <u>School-Parent Compact?</u>

East Newton Elementary staff, students, and their families, agree that this compact outlines how they will share the responsibility for improved student academic achievement. This compact describes how the school and parents will build and develop a partnership that will help children achieve the state's high standards. This compact will be reviewed and updated during the Title I Parent Revision/Feedback meeting which is conducted at the end of each school year. The school-parent compact is kept with each child's teacher if parents need a copy and reviewed at parent-teacher conferences.

Activities to Build Partnerships

Please join us during our parent involvement Title I activities:

- Annual Parent Orientation Meeting
- Curriculum Night
- Parent-Teacher conferences
- Parent Academies throughout the year
 - Pastries with Parents (Reading and Vocabulary Development)
 - Family Math Night! (Collaborative Math pro-

jects)

• Annual Title I Input and revision Meeting

Parents and community members are encouraged to volunteer to read to and with students, assist them with sight words, and help them with math skills.

Jointly Developed

The school-parent compact, policies, and Title I plan are developed with feedback from teachers, administrators, parents, and community members. Parents and community members are invited to attend an annual revision and development meeting at the end of each year and make changes based on student needs. Parents and community members are welcome to contribute and offer suggestions at any time during the year. Please call 770-784-2973 or email Daphne Ridling at ridling.daphne@newton.k12.ga.us for more information about our School-Parent Compact.



Communication about Student Learning

East Newton is dedicated to ensure adequate communication with all families and the community on a regular basis regarding Title I events throughout the school year. This will be accomplished by:

- Phone/school messenger/Remind
- ♦ Flyers
- Parent Conferences—receive updates on student achievement and review ENES Title I Compact
- Weeks of September 16th and February 3rd
- Frequent communication through the use of agendas to keep parents updated on student achievement
- School website and School marquee
- Wednesday Folder for frequent reports
- Contact your child's teacher if you have questions or concerns about your child's academic success.
- We need volunteers! Contact the school if you would like to volunteer in any way.

All instructors are available through emails posted on the school's website. Please contact your child's teacher to volunteer in his or her class.

Our Goals for Student Achievement

ſ	District Goal	East Newton Elementary Goals	
	Strategic Goal Area I: Student	Increased Achievement in Reading and Math	
	achievement and success	Kindergarten through Fifth Grade	
		<u>Reading</u> : Increase by 3%, the current number of students' proficiency % on	
		the Fastbridge Assessment in Vocabulary Acquisition and Use.	
	O Increase opportunities for	First grade Focus: Use appropriately newly taught words and phrases	
	students to demonstrate		
		<u>Math:</u> Increase by 3%, the current number of students' proficiency %, on the	
0		Fastbridge Assessment in Extended Reasoning Skills	
		First grade Focus: Solve addition and subtraction word problems	

Teachers, Students, and Parents-Together for Success

In the Classroom...

- Provide parent academies to share strategies for solving word problems using addition and reading skills in the area of vocabulary words with multiple-meaning words.
- Provide parent resources, after parent academies, that include materials for math solving word problems and reading skills in the area of vocabulary multiple meaning words. Materials and information is available on a checkout system.
- Provide parent and student access to BrainPop and other interactive math and reading websites on the ENES webpage for practice at home.

Families

- Attend parent academies that the school offers to receive strategies in the area of solving word problems and reading skills in the area of vocabulary use through multiple-meaning words.
- Visit, checkout, and use materials for solving word problems using addition and reading skills in the area of vocabulary (multiple meaning words) to assist with learning at home.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.



School-Parent Compact Second Grade 2023-2024 Revised 07/30/2023			
<u>What is a</u> <u>School-Parent Compact?</u> East Newton Elementary staff, students, and their families, agree that this compact outlines how they will share the responsibility for im- proved student academic achievement. This compact describes how the school and parents will build and develop a partnership that will help children achieve the state 's high standards. This compact will be reviewed and updated dur- ing the Title I Parent Revision/Feedback meet- ing which is conducted at the end of each school year. The school-parent compact is kept with each child's teacher if parents need a copy and reviewed at parent-teacher conferences.	Activities to Build Partnerships Please join us during our parent involvement Title I activities: • Annual Parent Orientation Meeting • Curriculum Night • Parent-Teacher conferences • Parent Academies throughout the year • Pastries with Parents (Reading and Vocabulary Development) • Family Math Night! (Collaborative Math projects) • Annual Title I Input and revision Meeting Parents and community members are encouraged to volunteer to read to and with students, assist them with sight words, and help them with math skills.		
Jointly DevelopedThe school-parent compact, policies, and Title Iplan are developed with feedback from teachers,administrators, parents, and communitymembers. Parents and community members areinvited to attend an annual revision anddevelopment meeting at the end of each year andmake changes based on student needs. Parentsand community members are welcome tocontribute and offer suggestions at any timeduring the year.Please call 770-784-2973or email Daphne Ridling atridling.daphne@newton.k12.ga.us for more in-formation about our School-Parent Compact.	 Communication about Student Learning East Newton is dedicated to ensure adequate communication with all families and the community on a regular basis regarding Title I events throughout the school year. This will be accomplished by: Phone/school messenger/Remind Flyers Parent Conferences—receive updates on student achievement and review ENES Title I Compact Weeks of September 16th and February 3rd Frequent communication through the use of agendas to keep parents updated on student achievement School website and School marquee Wednesday Folder for frequent reports Contact your child's teacher if you have questions or concerns about your child's academic success. We need volunteers! Contact the school if you would like to volunteer in any way. All instructors are available through emails posted on the school's website. Please contact your child's teacher to volunteer in his or her class. 		

Our Goals for Student Achievement

District Goal Strategic Goal Area I: Student achievement and success

O Improve student mastery of standards

 Increase opportunities for students to demonstrate success beyond test scores

O Increase graduation rate

East Newton Elementary Goals Increased Achievement in Reading and Math Kindergarten through Fifth Grade <u>Reading</u>: Increase by 3%, the current number of students' proficiency % on the Fastbridge Assessment in Vocabulary Acquisition and Use. Second grade Focus: Use appropriately newly taught words and phrases

<u>Math</u>: Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment in Extended Reasoning Skills

Second grade Focus: Solve addition and subtraction word problems

Teachers, Students, and Parents-Together for Success

In the Classroom...

- Provide parent academies to share strategies in the area solving addition and subtraction word problems and reading skills in the area of vo-cabulary.
- Provide parent resources, after parent academies, that include materials for solving addition and subtraction word problems and reading skills in the area of vocabulary. Materials and information are available on a checkout system
- Provide parent and student access to BrainPop and other interactive math and reading websites on the ENES webpage for practice at home.

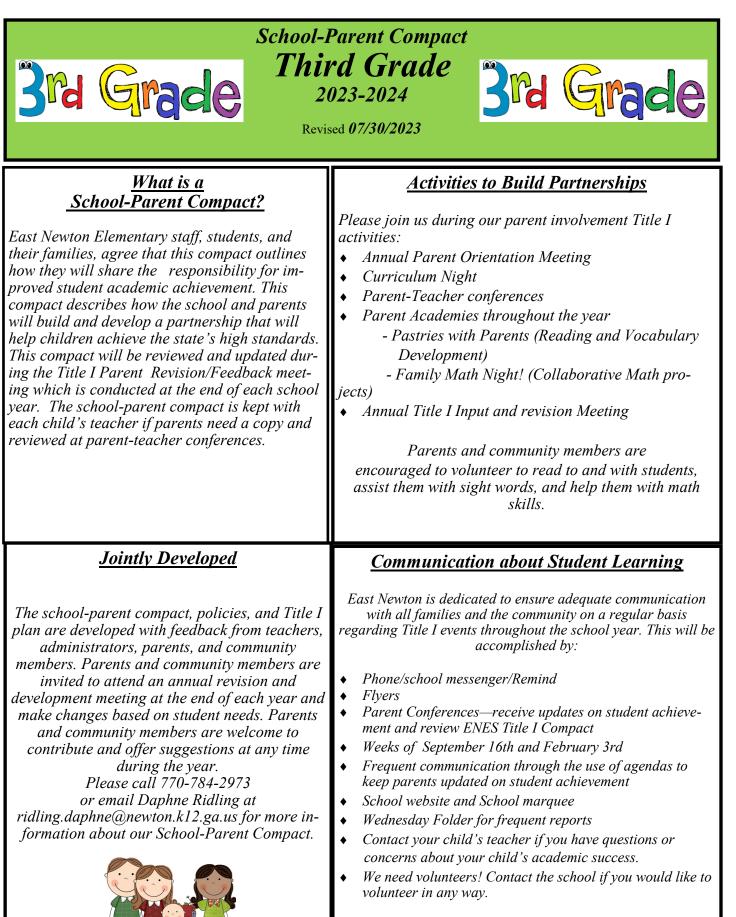
Families

- Attend parent academies that the school offers to receive strategies in the areas of solving addition and subtraction word problems and in the area of vocabulary.
- Visit, checkout, and use materials for solving addition and subtraction word problems and vocabulary materials from the parent resource room to assist with learning at home.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.





All instructors are available through emails posted on the school's website. Please contact your child's teacher to volunteer in his or her class.

Our Goals for Student Achievement

District Goal	East Newton Elementary Goals
Strategic Goal Area I: Student	Increased Achievement in Reading and Math
achievement and success	Kindergarten through Fifth Grade
0 Improve student mastery	
of standards	the Fastbridge Assessment in Vocabulary Acquisition and Use.
0 Increase opportunities for	Third grade Focus: Use appropriately newly taught words and phrases
students to demonstrate success beyond test scores O Increase graduation rate	<u>Math</u> : Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment in Extended Reasoning Skills Third grade Focus: Solve addition, subtraction, multiplication, and division
o increase graduation rate	b

Teachers, Students, and Parents-Together for Success

In the Classroom...

- Provide parent academies to share strategies in the area of math problem solving using multiplication and division and reading skills in the area of vocabulary.
- Provide parent resources, after parent academies, that include materials for math problem solving using multiplication and division and reading skills in the area of vocabulary. Materials and information available on a checkout system.
- Provide parent and student access to BrainPop and other interactive math and reading websites on the ENES webpage for practice at home.

Families

- Attend parent academies that the school offers to receive strategies in the area of math problem solving using multiplication and division and reading skills in the area of vocabulary.
- Visit, checkout, and use reading and math materials from the parent resource room to assist with learning at home.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.





School-Parent Compact Fourth Grade 2023-2024

Revised 07/30/2023



Activities to Build Partnerships What is a School-Parent Compact? Please join us during our parent involvement Title I East Newton Elementary staff, students, and activities: their families, agree that this compact outlines Annual Parent Orientation Meeting how they will share the responsibility for im-٠ Curriculum Night proved student academic achievement. This *Parent-Teacher conferences* compact describes how the school and parents Parent Academies throughout the year will build and develop a partnership that will - Pastries with Parents (Reading and Vocabulary help children achieve the state's high standards. This compact will be reviewed and updated dur-Development) ing the Title I Parent Revision/Feedback meet-- Family Math Night! (Collaborative Math proing which is conducted at the end of each school *jects*) year. The school-parent compact is kept with Annual Title I Input and revision Meeting each child's teacher if parents need a copy and reviewed at parent-teacher conferences. Parents and community members are encouraged to volunteer to read to and with students, assist them with sight words, and help them with math skills. Jointly Developed The school-parent compact, policies, and Title I plan are developed with feedback from teachers, administrators, parents, and community accomplished by: members. Parents and community members are Phone/school messenger/Remind invited to attend an annual revision and Flvers development meeting at the end of each year and ٠ make changes based on student needs. Parents and community members are welcome to

- Frequent communication through the use of agendas to keep parents updated on student achievement
- School website and School marquee
- Wednesday Folder for frequent reports
- Contact your child's teacher if you have questions or concerns about your child's academic success.
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- Parent Conferences—receive updates on student achievement and review ENES Title I Compact
- Weeks of September 16th and February 3rd

Our Goals for Student Achievement

District Goal Strategic Goal Area I: Student achievement and success

O Improve student mastery of standards

 Increase opportunities for students to demonstrate success beyond test scores

0 Increase graduation rate

East Newton Elementary Goals Increased Achievement in Reading and Math Kindergarten through Fifth Grade <u>Reading</u>: Increase by 3%, the current number of students' proficiency % on the Fastbridge Assessment in Vocabulary Acquisition and Use. Fourth grade Focus: Use appropriately newly taught words and phrases

<u>Math</u>: Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment in Extended Reasoning Skills

Fourth grade Focus: Solve multiplication and division word problems

Teachers, Students, and Parents-Together for Success

In the Classroom...

- Provide parent academies to share strategies in the area of solving multistep math word problems and reading skills in the area of vocabulary.
- Provide parent resources, after parent academies, that include materials in the area of solving multistep math word problems and reading skills in the area of vocabulary. Materials and information are available on a checkout system
- Provide parent and student access to BrainPop, texts, and other interactive math and reading websites on the ENES webpage for practice at home.

Families

- Attend parent academies that the school offers to receive strategies in the area of solving multistep math word problems and reading skills in the area of vocabulary.
- Visit, checkout, and use reading and math materials from the parent resource room to assist with learning at home in the area of solving multistep math word problems and reading skills in vocabulary.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop, texts, and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.









Revised 07/30/2023

<u>What is a</u> <u>School-Parent Compact?</u> East Newton Elementary staff, students, and their families, agree that this compact outlines

how they will share the responsibility for improved student academic achievement. This compact describes how the school and parents will build and develop a partnership that will help children achieve the state's high standards. This compact will be reviewed and updated during the Title I Parent Revision/Feedback meeting which is conducted at the end of each school year. The school-parent compact is kept with each child's teacher if parents need a copy and reviewed at parent-teacher conferences.

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Our Goals for Student Achievement

District Goal Strategic Goal Area I: Student achievement and success

O Improve student mastery of standards

O Increase opportunities for students to demonstrate success beyond test scores East Newton Elementary Goals Increased Achievement in Reading and Math Kindergarten through Fifth Grade <u>Reading</u>: Increase by 3%, the current number of students' proficiency % on the Fastbridge Assessment in Vocabulary Acquisition and Use. Fifth grade Focus: Use appropriately newly taught words and phrases

<u>Math</u>: Increase by 3%, the current number of students' proficiency %, on the Fastbridge Assessment in Extended Reasoning Skills

O Increase graduation rate Fifth gra

Fifth grade Focus: Solve multiplication, division, and fractions word problems

Teachers, Students, and Parents-Together for Success

In the Classroom...

- Provide parent academies to share strategies in the area of solving word problems involving addition and subtraction of fractions and reading skills in the area of vocabulary.
- Provide parent resources, after parent academies, for solving word problems involving addition and subtraction of fractions and reading skills in the area of vocabulary. Materials and information available on a checkout system.
- Provide parent and student access to BrainPop, texts, and other interactive math and reading websites on the ENES webpage for practice at home.

Families

- Attend parent academies that the school offers to receive strategies in the area of solving word problems involving addition and subtraction of fractions and reading skills in the area of vocabulary.
- Visit, checkout, and use reading and math materials for solving word problems involving addition and subtraction of fractions and reading skills in the area of vocabulary.
- Practice reading and math skills with your child by going to the ENES website to locate BrainPop, texts, and other links to interactive games and practice sites.

Student

- Deliver flyers and announcements of school related reading and math academies to parents.
- Use the reading and math materials checked out from the parent resource room and discuss what you have learned with your family.
- Play reading and math games and read texts from the ENES website links.





NEWTON COUNTY SCHOOL SYSTEM

OFFICE OF FEDERAL PROGRAMS 2109 NEWTON DRIVE, N.E. P.O. BOX 1469 COVINGTON, GEORGIA 30015 Phone: (770) 787-1330 * Fax (770) 784-2945

BENJAMIN B. ROUNDTREE, Ed. S.

Interim Superintendent

SHELIA THOMAS, Ed. D.

Chief Strategy and Community Outreach Officer

Newton County Board of Education Annual Parent Notification Letter Right to Know Professional Qualifications of Teachers and Paraprofessionals

Date: August 1, 2023

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, the East Newton Elementary School 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
 - o 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.

Please rest assured that our staff is committed to helping your child reach his or her maximum academic potential throughout their school career. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled and delivering quality instruction to your child.

If you wish to request information concerning your child's teachers' qualifications, please contact me, Ms. Teresa Sauls, your child's principal, by phone at 770-784-2973 or by email at sauls.teresa@newton.kl2.ga.us.

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

Sincerely,

Ms. Teresa Sauls Principal

> <u>Ms. Teresa Sauls</u> Name <u>770-784-2973</u> Telephone Number

Principal Title sauls.teresa@newton.k12.ga.us Email Address

Office Use Only			
Student #	Date Distributed		

Education of Homeless Children and Youth A Guide for Parents and Guardians Revised June 1, 2023

Frequently Asked Questions

What is the McKinney-Vento Act?

The McKinney-Vento Act is a law passed in 1987 and amended by the Every Student Succeeds Act of 2015. The McKinney-Vento Act removes barriers to access or success for homeless children in school.

How does the law define homelessness?

An individual is "homeless" who lacks a fixed, regular, and adequate nighttime residence. This definition of homelessness includes those living in shelters, motels, campgrounds, cars, abandoned buildings, or other inadequate shelter. The law also includes situations in which an individual shares housing with relatives or others because he or she has lost housing or cannot afford housing due to economic hardship.

What are my child's rights under the McKinney-Vento Act?

A child considered homeless under the law has:

- The right to immediate enrollment in school without having health and school records available;
- The right to attend either the school of origin or the school in the attendance area where the family currently resides;
- The right to receive transportation to school of origin when feasible and in the best interest of the child, if requested by parent/guardian
- The right to access comparable services, including transportation services, educational services, supplemental services, extracurricular activities, and free meals through the School Nutrition Program.

Homeless children and youth may not be stigmatized by school personnel. Families of homeless children and youth have the right to dispute enrollment if the local school sends the homeless child or youth to a school other than the school of origin requested by the parent/guardian or by an unaccompanied youth.

If my child and I become homeless during the school year what should I do?

Ask to speak to the homeless school contact or school counselor.

Who can I call if I need assistance?

Contact the homeless school contact who serves your child's school.



For more information, contact the following:

Khiem Reed -Newton County School System Homeless Liaison reed.khiem@newton.k12.ga.us 770-787-1330 ext. 3907



AFFORDABLE CONNECTIVITY PROGRAM

WHAT IS IT?

The Affordable Connectivity Program is an FCC program that helps connect families and households struggling to afford internet service.

The benefit provides:

- Up to \$30/month discount for internet service;
- Up to \$75/month discount for households on qualifying Tribal lands; and
- A one-time discount of up to \$100 for a laptop, desktop computer, or tablet purchased through a participating provider.

WHO IS ELIGIBLE?

A household is eligible if one member of the household meets at least one of the criteria below:

- Has an income that is at or below 200% of the Federal Poverty Guide lines;
- Participates in certain assistance programs, such as SNAP, Medicaid, Federal Public Housing Assistance, SSI, WIC, or Lifeline;
- Participates in Tribal specific programs, such as Bureau of Indian Affairs General Assistance, Tribal TANF, or Food Distribution Program on Indian Reservations;
- Is approved to receive benefits under the free and reduced-price school lunch program or the school break fast program, including through the USDA Community Eligibility Provision;
- Received a Federal Pell Grant during the current award year; or
- Meets the eligibility criteria for a participating broadband provider's existing low-income program.

TWO STEPS TO ENROLL

Go to **ACPBenefit.org** to submit an application or print out a mail-in application.

2

Contact your preferred participating provider to select an eligible plan and have the discount applied to your bill.

Some providers may have an alternative application that they will ask you to complete.

Eligible households must both apply for the program and contact a participating provider to select a service plan.



NEWTON COUNTY SCHOOL SYSTEM WASTE, FRAUD, ABUSE AND CORRUPTION ADMINISTRATIVE REGULATIONS FOR PARENTS AND STUDENTS Revised June 1, 2023

Reporting Suspicion of Fraudulent Activities

- Title I, Part A Programs for Disadvantaged Children
- Title I, Part A School Improvement 1003 (a)
- Title I, Part A Academic Achievement Awards
- Title I, Part A Foster Care Program
- Title I, Part A Family-School Partnership Program
- Title I, Part C Education of Migratory Children
- Title I, Part D Programs for Neglected and Delinquent Children
- Title II, Part A Supporting Effective Instruction
- Title II, Part D Enhancing Education Through Technology
- Title III, Part A Language Instruction for Limited English Proficient (LEP) and Immigrant Students
- Title IV, Part A Student Support and Academic Enrichment
- Title IV, Part B 21st Century Community Learning Centers
- Title V, Part B Rural Education Initiative
- Individuals with Disabilities ACT (IDEA) Programs for Exceptional Students
- Carl D. Perkins Vocational and Applied Technology Act Vocational Education Programs
- Title IX, Part C McKinney-Vento Education of Homeless Children and Youth (EHCY) and State Professional Learning.
- Emergency Relief Funds CARES Act, CRRSA Act, ARP Act

Employees shall disclose waste, fraud, abuse and corruption to the appropriate authorities.

Purpose: To ensure that the reporting of any acts of suspicious waste, fraud, abuse and/or corruption activity, the Newton County Office of Federal Programs ensures employees, clients and providers of confidential channels to report said activities.

Definitions:

Waste: Defined as the intentional or unintentional, thoughtless or careless expenditure, consumption, mismanagement, use, or squandering of district, state, or federal resources to the detriment or potential detriment of the district. Waste also includes incurring unnecessary costs as a result of inefficient or ineffective practices, systems, or controls.

Fraud – The intentional deception perpetrated by an individual or individuals, or an organization or organizations, either internal or external to federal, state, or local governments, which could result in a tangible or intangible benefit to themselves others, or the district, state, or federal governments. Fraud includes a false representation of a matter of fact, whether by words or by conduct, by false or misleading statements, or by

concealment of that which should have been disclosed, which deceives and is intended to deceive.

Abuse: Defined as excessive or improper use of a thing, or to employ something in a manner contrary to the natural or legal rules for its use; intentional destruction, diversion, manipulation, misapplication, maltreatment or misuse of resources; extravagant or excessive use as to abuse one's position or authority. Abuse can occur in financial or non-financial settings.

Corruption: Defined as dishonest or fraudulent conduct by those in power, typically involving bribery. The process by which something, typically a word or expression, is changed from its original use or meaning to one that is regarded as erroneous or debased.

Ethics: The Code of Ethics for Educators defines the professional behavior of educators in Georgia and serves as a guide to ethical conduct. The Professional Standards Commission has adopted standards that represent the conduct generally accepted by the education profession. The code defines unethical conduct justifying disciplinary sanction and provides guidance for protecting the health, safety and general welfare of students and educators, and assuring the citizens of Georgia a degree of accountability within the education profession.

Employees shall practice good stewardship of District financial resources, including timely reporting of fraudulent expenditures.

Statement of Administrative Regulations: Newton County's Office of Federal Programs thoroughly and expeditiously investigates any reported cases of suspected waste, fraud, abuse and/or corruption activity to determine if disciplinary, financial recovery and/or criminal action should be taken.

Confidentiality: All reports of suspicious waste, fraud, abuse and/or corruption activity suspect fraud must be handled under the strictest confidentiality. Only those directly involved in the investigation should be given information. Informants may remain anonymous but should be encouraged to cooperate with the investigators and should provide as much detail and evidence of alleged fraudulent act as possible.

Procedures and Responsibilities:

- 1. Anyone suspecting any acts of waste, fraud, abuse and/or corruption activity concerning federal programs should report their concerns to the appropriate Federal Program's Director for Newton County School System at 770-787-1330.
- 2. Any employee with Newton County Board of Education (temporary staff, fulltime staff and contractors) who receives a report of suspected fraudulent activity must report this information within the next business day. Employees have the responsibility to report suspected waste, fraud, abuse and/or corruption activity. All reports can be made in confidence.
- 3. The Newton County Board of Education shall conduct investigations of employees, providers, contractors, or vendors.
- 4. If necessary you will be contacted for additional information.

<u>Newton County School System</u> Complaint Procedures for Parents and Students Revised July 1, 2023

Grounds for a Complaint

Any individual, organization or agency ("complainant") may file a complaint with the Newton County School System (NCSS) if that individual, organization or agency believes and alleges that the NCSS is violating a Federal statute or regulation. The complaint must allege a violation that occurred not more than one (1) year prior to the date that the complaint is received unless a longer period is reasonable because the violation is considered systemic or ongoing.

Federal Programs for Which Complaints Can Be Filed

- Title I, Part A Programs for Disadvantaged Children
- Title I, Part A School Improvement 1003 (a)
- Title I, Part A Academic Achievement Awards
- Title I, Part A Foster Care Program
- Title I, Part A Family-School Partnership Program
- Title I, Part C Education of Migratory Children
- Title I, Part D Programs for Neglected and Delinquent Children
- Title II, Part A Supporting Effective Instruction
- Title II, Part D Enhancing Education Through Technology
- Title III, Part A Language Instruction for Limited English Proficient (LEP) and Immigrant Students
- Title IV, Part A Student Support and Academic Enrichment
- Title IV, Part B 21st Century Community Learning Centers
- Title V, Part B Rural Education Initiative
- Individuals with Disabilities ACT (IDEA) Programs for Exceptional Students
- Carl D. Perkins Vocational and Applied Technology Act Vocational Education Programs
- Title IX, Part A McKinney-Vento Education of Homeless Children and Youth (EHCY) and State Professional Learning.

An LEA accepting federal funds agrees to adopt local written procedures for the receipt and resolution of complaints alleging violations of law in the administration of covered programs. Therefore, for complaints originating at the local level, a complaint should not be filed with the Georgia Department of Education until every effort has been made to resolve the issue through local written complaint procedures.

Filing a Complaint

A complaint must be made in writing and signed by the complainant. The complaint must include the following:

• A statement that the NCSS has violated a requirement of a Federal statute or regulation that applies to an applicable program;

- The date on which the violation occurred;
- The facts on which the statement is based and the specific requirement allegedly violated (include citation to the Federal statute or regulation);
- A list of the names and telephone numbers of individuals who can provide additional information;
- Whether a complaint has been filed with any other government agency, and if so, which agency;
- Copies of all applicable documents supporting the complainant's position; and

The address of the complainant: The complaint must be addressed to:

> Newton County Board of Education Appropriate Federal Program's Director 2109 Newton Drive, NE Covington, GA 30015

The appropriate Federal Programs' Director will address all initial complaints. In the event that the concern is not resolved, a formal written complaint can then be sent to the Chief Strategy and Support Services Officer.

Investigation of Formal Complaint

Within ten (10) days of receipt of the complaint, the Chief Strategy and Support Services Officer or his or her designee will issue a Letter of Acknowledgement to the complainant that contains the following information:

- The date the NCSS received the complaint.
- How the complainant may provide additional information.
- A statement of the ways in which the NCSS may investigate or address the complaint.
- Any other pertinent information.

Right of Appeal

If an individual, organization or agency is aggrieved by the final decision of the NCSS, that individual, organization or agency has the right to request review of the decision by the Georgia Department of Education:

Georgia Department of Education Office of Legal Services 205 Jesse Hill Jr. Drive, SE 2052 Twin Tower East Atlanta, GA 30334

Newton County School System Complaint Form - Federal Programs

Name (Complainant):

Mailing Address:

Phone Number (home):

Phone Number (work):

Agency/agencies complaint is being filed against:

Date on which violation occurred:

Statement that the Newton County School System has violated a requirement of a Federal statute or regulation that applies to an applicable program (include citation to the Federal statute or regulation) (attach additional sheets if necessary):

The facts on which the statement is based and the specific requirement allegedly violated (attach additional sheets if necessary):