



FedFocus

July 15 – 19, 2024

Due Date Reminders

- The following items must be uploaded into the District Dashboard by August 1st:
 - Comprehensive Needs Assessment
 - Parent Engagement Plan
 - Parent Engagement Policy
 - Parent Engagement Worksheet
 - Principal Attestation
 - Prioritized Plan
 - Statement of Assurance
 - Title I Brochure

Title I Brochure Reminders

- Your brochure must be available for parents to obtain a copy at your school throughout the entire school year.
- Brochures must be available in families native language (Be sure yours is available in at least English & Spanish at all times)
- Brochures must be posted on your School Website
- Brochures should be posted on your Social Media Pages

I strongly encourage you to have brochures printed and ready to hand out to parents at your Open House.

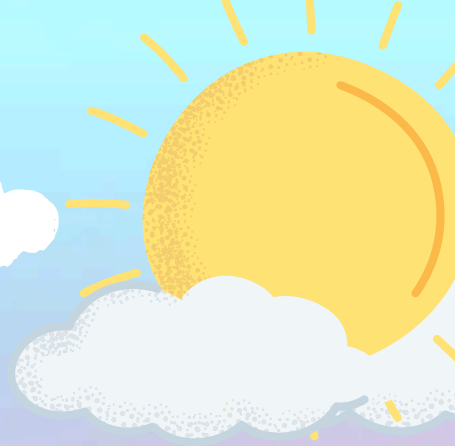
Title I Website Reminders

- Please email me if you need a recheck on your website
- When you are updating & adding information to your Title I website, please do not remove any of the information from the beginning of the year.
- Your Title I website should contain all the required components from the mid-year checklist as well as the end-of-year checklist.



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Information Needed

- Don't forget to complete/review the following documents:
 - School Staff List
 - Early Literacy Specialist
 - Instructional Coach
- Please be sure to email me to let me know if your information is correct, or if changes need to be made.

Other Reminders

- Send me the name of your Title I Contact (I have this info from: Bethel, CME, Creekside, Eastern, EBA, FMS, Grifton, GRW, Northwest, Pactolus, Ridgewood, WHR, & South Greenville.
- Please email me if you need a recheck on your website
- As you begin scheduling Title I Events, please add them to the District Calendar (don't forget to put your school's name!) **[You must have a Parent Education component for an event to count as one of your four required events.]**
- We will hold District Title I Events on November 7th and April 3rd - Do NOT schedule school events on these days.
- There will be a "make-up" session for any Principals or Bookkeepers that could not attend the June Title I training on Monday, August 12th from 8:30 - 12:30. Please notify your bookkeepers if they missed the June session and make plans to attend. This will be held at Moye in our large conference room.
- Based on sign-in sheets, the following schools did not have bookkeepers present: AG Cox, Chicod, Elmhurst, Grifton, GRW, Northwest, Wahl-Coates, Wellcome, Wintergreen Intermediate. If your bookkeeper did attend and forgot to sign-in please just let me know. (If you have not filled your bookkeeper position, please let me know that as well.)

If you have not submitted your semi-annual form to Mrs. Cox, please do so ASAP!!

"When the mind is allowed to relax, inspiration often follows"

