



FED FOCUS JULY 29 - AUGUST 2, 2024



Workshop Reminders

The following items must be attached to all workshop reimbursement requests:

- Copy of Estimate of Travel
- Expenses Reimbursement - Must be electronically completed.
- Itemized Receipts - Must be signed and cannot contain alcoholic beverages
- Receipts need to be taped to a sheet of paper
- Meals can only be reimbursed up to the per diem - We do NOT reimburse tips
- Copy of the Conference Agenda
- Copy of Mileage from mapquest (if requesting mileage)
- Copy of signed parking receipt (if requesting parking reimbursement)

Data Dashboard Reminders

The following items should be uploaded into your PCS District Data Dashboard by August 1st:



- Comprehensive Needs Assessment
- Parent Engagement Plan
- Parent Engagement Policy
- Parent Engagement Worksheet (Must have a parent's signature)
- Principal Attestation
- Prioritized Plan
- Statement of Assurance
- Title I Brochure (In both English and Spanish)



There will be a make-up Title I Training Session for Bookkeepers and Principals on Monday, August 12th from 8:30 - 12:30 at Moye. Please make sure your bookkeepers are aware. Based on sign-in sheets, the following schools did not have bookkeepers present: AG Cox, Chicod, Elmhurst, GRW, Northwest, Wahl-Coates, Wellcome, Wintergreen Intermediate. If you do not have a bookkeeper, please let me know ASAP! If you do have a bookkeeper, please send me the name of the person who will be attending the training!



Interesting Fact from John Hattie's research:
89% of classroom talking is done by the teacher and
only 11% is done by the students....





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Please send me the name of your Title I Contact by August 16th! I am missing this information from the following schools:

AGC, AES, AMS, Belvoir, Chicod, Falkland, Elmhurst, HB Sugg, Lakeforest, Sam Bundy, Wahl Coates, Wellcome, Wintergreen Intermediate, Wintergreen Primary.



As you are scheduling your Title I Events for the 2024 - 2025 School Year, please be sure to enter them into the Title I District Calendar. Please include your school's name when you enter the event. For example: Happy Elementary Reads Across America.

Don't forget that there **MUST** be a parent education component for an event to count as one of your four required events!!



Do **NOT** schedule any parent events on either November 7th or April 3rd. These will be the two district-wide parent engagement events!!



When you are working on your Budget Allocation Worksheets, please be sure that you are including Health Insurance for all Teachers & Teacher Assistants!! Please email your budget to myself and Mrs. Cox by 5:00 pm on Wednesday, August 31st!! Your budget needs to be balanced when you submit it. Do not leave any funds unallocated!

Do NOT complete your budget worksheet in Google Docs...it MUST be done in Excel!

If you need help, please ask! Mrs. Cox or myself will be glad to come and meet with you!



Please remember that you CANNOT use any Title I Funds until our budget is approved by the state; which is typically late October!

We do allow you to go ahead and hire people and you can use parenting funds - if you submit the correct paperwork!



Something to Ponder...

"If you're talking all the time, how can you hear the impact of your teaching?" - John Hattie

