



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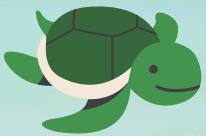
Please send me the name of your Title I Contact by August 16th! I am missing this information from the following schools:

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

