

BIE
 Atsa Biya'a'zh Community School (Shiprock Elem) (Shiprock ERC (Navajo Tribally Controlled))
 PO Box 1809
 Shiprock BIE 87420
 (505) 368-2100

**FAMILY and CHILD EDUCATION (FACE) PROGRAM
 CONTINUING APPLICATION PACKET (SY21-22)**

Continuing Application

School Name:	Atsa Biyaazh Community School
Address:	P.O. Box 1809
Primary Contact Person:	Dr. J. Kaibah Begay
Title:	Principal
Telephone Number:	505-860-0327
Telefax Number:	n/a
Email address of contact:	kaibah.begay@sasinm.com

Signatures no longer needed. Budget amount is \$289,000.00.

(By typing your name in the space provided, the Education Program Administrator (EPA), Principal and School Board President guarantees that the information contained in this document is accurate and true to the best of his/her knowledge. If the EPA, Principal or School Board President are the same person, he/she must type their name sign in all boxes pertaining to their position.)

Education Program Administrator:	Dr. Walter Coulter
Principal of School:	Dr. J Kaibah Begay, Prinicipal
School Board President:	Mr. Pete Atcitty

Required Signatures:

Reviewer Comments:

Program Assurances

All FACE programs must include the following assurances which are to be signed by the school Principal, School Board President, Education Resource Center Representative, Education Program Administrator (EPA), and submitted annually with the Family & Child Education Program Plan and budget.

1. The school will ensure that native language and culture are incorporated, celebrated, and reflected in the FACE program.
2. The school administration and School Board is committed to implementation of the FACE program model.

3. The school board, administration and FACE Coordinator has read, understands, and will follow the policies established by the Bureau of Indian Education on implementation of the FACE program addressing the different program status and the ramifications of each status: High Performance, Concern Status, and Probation.
4. The school will ensure that FACE is fully staffed with staff members who are fully state certified and qualified for the positions that they hold in meeting the requirements of Every Student Succeeds Act of 2015, P.L. 114-95.
5. The school will ensure enforcement of the BIA Federal background check requirements for staff and center-based adult participants. A local or tribal background check may also be used in addition to the BIA Federal background check.
6. The school will ensure attendance at all required FACE trainings for FACE staff and Principal/Administrator trainings provided and scheduled by BIE.
7. The school will ensure that full FACE enrollment is established and maintained in home-based and center-based. New parent educators are expected to have a caseload of 12-14 families and conduct weekly visits with families. Experienced parent educators are expected to have a caseload of 24-26 families and conduct biweekly visits. Center-based will maintain an enrollment of 15-20 children.
8. The school will ensure that families will participate on a regular basis in home based (75% of offered visits are completed - weekly/biweekly; 75% of offered FACE Family Circles are attended and center-based (75% attendance by children).
9. The school will maintain and submit, in a timely manner, all required program data (home-based, center-based, and K-3).
10. School funds are utilized to provide appropriate professional development in addressing the academic needs of the kindergarten through grade 3 educational program. FACE staff should not be required to attend all school professional development; only that which is determined to be useful and/or appropriate.
11. The school will coordinate with all existing preschool programs, including transition activities from home-based (ages birth-age 3) to center-based (age 3-5), from center-based to kindergarten, from center-based to other early childhood programming or other school as appropriate.
12. The school will insure that FACE funding is utilized appropriately (personnel, travel, materials & supplies, incentives for families, etc.) and funds are either spent down or obligated by the end of the fiscal year.
13. Grant Schools only: The school has no outstanding audit exceptions regarding fiscal or program management.
14. The school will provide office space which includes storage for FACE home-based parent educator(s) and the center-based teachers.
15. The school will provide adequate (i.e., 60 sq. feet per child) and safe (enclosed and age appropriate indoor and outdoor equipment) facilities for parent meetings, for families, and their children from birth to age 5.
16. Two appropriate and safe classrooms, restroom facilities for adults and children, and playground space for children three to five years of age are provided at the school.
17. The school will provide appropriate transportation for: 1) Children ages 3-5 years old and their parents, if applicable, to attend center-based (early childhood and adult education), 2) Each Parent Educator to conduct personal visits, and 3) Families attending monthly FACE Family Circles.
18. It is allowable for children to attend center-based preschool when a parent is not able to participate full time in center-based programming. Parents or guardians of these children must still be enrolled in FACE, receive NASIS numbers, and participate in a minimum of two hours of documented parent engagement activities weekly.

School Name:	Atsaa' Biyaazh Community School
---------------------	---------------------------------

Signatures no longer needed. Budget amount is \$289,000.00.

(By typing your name in the space provided, the EPA, Principal and School Board President guarantees that the information contained in this document is accurate and true to the best of his/her knowledge. If the EPA, Principal or School Board President are the same person, he/she must type their name sign in all boxes pertaining to their position.)

Principal of School	Dr. J Kaibah Begay	Date:	5/10/2021
School Board President	Mr. Pete Atcitty	Date:	5/10/2021
Education Program Administrator	Dr. Walter Coulter	Date:	5/10/2021

Required Signatures:

Reviewer Comments:

FACE Continuing Application Outline

Section 1: Address FACE Program Needs

Prior year continuing application on file; however, if an update is needed please describe the current needs of your FACE program in relation to overall needs of each FACE component. Describe how your FACE program complements the needs of the school and early childhood in the community.

The FACE program staff will concentrate on the following identified needs:

1. **Facilities** -The adult education classroom is located in a portable building outside by the elementary gym.

The distance between the early childhood classroom and the adult education classroom is making it difficult for the adults to make time to participant because it is out of their way. FACE Preschool and Adult Education will be in close proximity for close communication and coordination between all entities involved.

2. **Transitions** – structured simple transitioning plan for students and parents which is an ongoing procedure for Home base and Center base.

The team will attentively monitor these steps by quarterly reviews and ensure families with a written transition plan, showing formal documentations for compliance standards and concerns.

Improve transition plans between Home base to Center base, early childhood to kindergarten as well as prek, will be reviewed and revised throughout the school year.

Transition plan for adult education classroom to job and/or higher education will be defined according to the Adult learners' wants and needs and according to the Adult Students' class participation.

3. **Recruitment** – will make every effort to recruit Center base families during the SASI pre-registration at the end of the school year. ABCS staff is also welcome to refer families to the program.

Fingerprinting process will need to take place as-soon-as possible once families have enrolled and accepted to the FACE program with coordination with the Human Resource office.

FACE will request permission for the uses of the marquee sign with a message for recruitment to the program. ABCS will include the recruitment drive with their open enrollment in the community.

FACE will have regular features in the ABCS weekly newsletter to promote the FACE program.

FACE staff will collaborate with the NNMC to assist with referrals to the FACE program in the pediatric clinic.

(possible referral from other resources/agencies). Partner with other human services program for recruitment.

Adult education teacher would act as liaison and coordination between Dine' College and other local colleges with the FACE Program.

ABCS staff and community should be informed about the FACE enrollment process and should be implemented during enrollment for the next school year.

FACE program revised the program brochures and flyers and the wording will be parent-friendly, attractive and contain messages to attract families to enroll into the program.

4. **Family Circle** – will continue to be a priority at ABCS FACE, focusing on Home base and Center base

families first. It will also be open to the public depending on space/availability. This year getting parent

involvement and participation was a challenge due to COVID-19 lockdown and virtual learning. Strategies to be put in place to increase attendance for next school year.

5. **Strengthen Classroom Learning-** To strengthen learning in home base, the HB team will be familiar with and utilize the Foundational Curriculum.

Within the center base team members, the Circles curriculum will be utilized in the Early Childhood classroom. The Adult Education will use the Goals oriented Curriculum in the Adult Education classroom.

The ABCS Principal will give regular feedback and set expectations for use of each FACE component and curriculum.

6. **Technology-** The classroom computers utilized by students in the FACE classroom should be updated. Ipads, laptops, and desk tops for adult learners to use in the Adult Education will be updated too. Access to educational websites will be available.

7. **Transportation** – will be available for FACE staff to make home visitations.

8. **Training** – Throughout the year opportunities for FACE staff will become available. During those time, staff should be given the opportunity to attend those.

9. **Virtual Learning-**FACE Families have gone through a year of virtual learning, and depending on the Navajo Nation Executive Health Orders we are at a stay at home order. Due to the age and no vaccination for young children at this age, we would like to continue the virtual learning with the consent of the parents.

Section 2: Budget and Budget Narrative to support your needs

The key positions to employ in a FACE program are one/two Parent Educators (home-based), one certified Early Childhood Teacher and Co-Teacher, and one certified Adult Education Teacher (center-based). It is recommended in the first two years of implementation the Principal/Administrator be the FACE Coordinator. This position is in-kind. Transportation for families and food services (meals) are also in-kind. Transportation cost for each parent educator(s) to lease a vehicle, food supplies, and materials for monthly parent meetings are allowable costs. Include projected costs for equipment, supplies, and materials.

Use the categories on below to develop a budget.

A budget narrative that explains each line item in the budget is required.

Budget information is to be uploaded to the Title I-A Schoolwide Programs or FACE folder in Native Star.

**FACE
School Year Budget**

School Name:	Atsa Biyaazh Community School
School Location Code:	

Item/Activity	FACE	In-kind	Comments
Personnel:	261,000		Benefits @ 38% of salary for 5 FTE.
Transportation:	8,000	5,000	Homebase and center base transportation needs
Travel:	8,000		Required FACE, early childhood training- Foundation 1, and 2; NCFL. NMAEYC and Adult Education Training.
Supplies and Materials:	5,000	2,000	Instructional supplies for the FACE program
Equipment:		4,000	Technology equipment,
Parental Involvement:	5,000	1,000	Food service meals with child; family circles; parent involvement activities/meetings.
Other:	2,0000	1,0000	student/family incentives for FACE program.
Total:	289,000		

Section 3: Address School/Community Commitment to a FACE Program

Prior year continuing application on file; however, if an update is needed, address this section.

The success of any program requires several factors. School/Community commitment is key to a guarantee of success. Please explain the commitment of the school Board, school personnel and other programs who work with FACE. What is the commitment of the staff and principal? What is the commitment of the school Board?

Please upload and provide resolutions and letters of commitment to indicate support of the FACE program at your school.

The ABCS FACE team will continue to commit to the program and serve the FACE families. The staff are dedicated to improve the implementation to 1) continue recruitment/retention by following a recruitment plan; 2) follow a early childhood structured of standards-based curriculum; 3) Practice Best Practices to serve our families and community through providing a dynamic and exciting family learning experience.

The School Board and Executive Director will:

- Become familiar with the Foundation Curriculum utilized by Parent Educator, Circles Curriculum implemented
- by the Early Childhood staff and goals oriented Curriculum used in the Adult Education classroom
- Become familiar with the FACE guidelines, yearly goals and objectives used to framework program success
- Regularly visit classrooms to better understand the program and its place in the learning community.
- Accompany Parent Educators on a home visit.
- Attend FACE program activities such as Family Circle, holiday related events and field trip.
- Schedule quarterly FACE reports presented during school board meeting
- Become familiar with the NAYEC accreditation process
- Support professional development of FACE staff as needed

The Principal will:

- Become familiar with the Foundation Curriculum utilized by Parent Educator, Circles Curriculum implemented by the Early Childhood staff and goals oriented Curriculum used in the Adult Education classroom
- Become familiar with the FACE guidelines, yearly goals and objectives used to framework program success
- Regularly visit classrooms to better understand the program and its place in the learning community.

- Accompany Parent Educators on a home visit.
- Give professional feedback through regular classroom/home visit observations
- Attend FACE program activities such as Family Circle, holiday related events and fields trips
- Schedule quarterly FACE reports presented during school board meeting
- Become familiar with the NAYEC accreditation process
- Support professional development of FACE staff as needed
- Provide guidance through directives and/or corrective actions when necessary
- Provide positive and productive communication throughout the layers of staff structure
- Designate a Program Coordinator and provide support/guidance as needed.
- Provide a monthly report on FACE program to the School Board and the Executive Director.

Section 4: Progress Checks and Evaluation

Prior year continuing application on file; however, if an update is needed, address this section.

In a narrative format explain how the program staff, Administrator and FACE Coordinator will provide continuous progress checks and evaluation of the program to ensure quality implementation. This includes utilizing the action plans of the Implementation Standards and recommendations of the on-site technical assistance reports for continued program improvement. Also indicate who will provide staff supervision. This is a critical area and must be addressed in your application.

The ABCS FACE program will direct itself towards quality implementation of services by referring to action plans, instructional standards, technical assistance and recommendations from school administration, NCFL support, PAT support and input from program participants.

The FACE staff team will work effectively with an overall focus answering, "How will this help our FACE families and the overall community of learners?" The team goals will reflect needs and weaknesses identified through self-reflection and input from outside sources (primarily NCFL & PAT). Action plans will be regularly be reviewed and redirected as needed.

The FACE team will have regular weekly PLC meeting to focus on accomplishments, needs curriculum implementation, recruitment/retention goals, successes and program concerns.

The FACE team will support program objectives through friendly communications and efforts.

The FACE team will address problems through direct communication, either verbal and/or written, following SASI staff and school policies, procedures and chain of command.

All staff within the program and school will work collaboratively to assure quality learning are conducted with the home base and center base with the established curricular guidelines.

The FACE team will implement recruitment/retention plan projected towards maximum impact with community, this plan will be adjusted and restructured as team designated as need.

The FACE program will collaborate with all for as strong parent engagement lesson as a team.

Transition plans for bridging home base to center base, Center base prek to kindergarten, within our school. The adult parents will be encouraged and supported to high learning and/or professional pursuits will be fully defined and framework will be utilized.

Incentives for attendance and participation will be defined before the beginning of school year and be implemented.

Section 5: Action Plans

Please upload completed copies of the Action Plan that can be accessed from the Face Resource Website - <https://www.faceresources.org/bureauofindianeducation/general/>

-Action Plan for Special Needs
-Action Plan for Transitions

Signatures no longer needed. Budget amount is \$289,000.00.

(By typing your name in the space provided, the EPA, Principal and School Board President guarantees that the information contained in this document is accurate and true to the best of his/her knowledge. If the EPA, Principal or School Board President are the same person, he/she must type their name sign in all boxes pertaining to their position.)

Principal of School	Dr. J Kaibah Begay, ABCS Principal
School Board President	Mr. Pete Atcitty
Education Program Administrator	Dr. Walter Coulter

Required Signatures:

Reviewer Comments:

Thank you for the great application! Very informative.

Take care and have a great 21-22 school year.

Sue

DPA Comments: