

2017-18 School Parental and Family Engagement Policy/Plan
School: Riverside Elementary LEA: North

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act (ESEA). The policy establishes the expectations for parent engagement and describes how the school will implement a number of specific parent engagement activities, and is incorporated into the schoolwide Title I / School Improvement Plan submitted to the Florida Department of Education (FDOE) as required in Section 1114(b)(2) of ESEA.

Assurances

Riverside Elementary agrees to:

- ✓ Be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- ✓ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(a)(3)(B)];
- ✓ Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- ✓ Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118(b)(1)];
- ✓ Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(2)(E)];
- ✓ Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- ✓ If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- ✓ Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- ✓ Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly

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qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and

- ✓ Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals, as described in Section 1111(h)(6)(A) [Section 1111(h)(6)(A)].

Parental Mission Statement

The mission of Riverside Elementary School is to increase parental involvement through academic and social partnerships between the school, families and the community to provide a clean, orderly, rigorous and safe learning environment that is conducive to students learning and growing academically, emotionally, mentally and physically in order to reach their fullest potential and compete and succeed in the global community.

1. Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)]. Include information on how the school will provide other reasonable support for parental involvement activities under section 1118 as parents may request [Section 1118(e)(14)].

Riverside will go over the Title I program with parents during the Annual Title I meeting. During this meeting Riverside parents and staff will provide input on how they feel parental involvement will take place. Riverside will involve parents in decision making through surveys, SAC, PTA, PLC and other on-going parent involvement activities. The SAC is directly involved in the development and the evaluation of the PIP. Members of SAC, PTA and PLC are formed on a volunteer basis, which are approved by the school body. Parental input and involvement are encouraged and ongoing throughout the year.

2. Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home to the extent feasible and appropriate (including but not limited to other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI) [Section 1118(e)(4)].

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Program	Coordination
VPK	The VPK instructor will work together with the Title I office to coordinate programs for students to prepare them for public school. Activities may include meetings with parents, and meetings with kindergarten teachers to discuss educational support for the children.
Title II	The School receives funds to support the professional development needs of the staff related to parental involvement. Our Title I Contact (Assistant Principal) will facilitate training.
Title I, Part C	Migrant Liaison provides service and support to students and parents. The liaison coordinates with Title I and other programs to ensure that needs are met.
Title III	Services are provided through the district for educational materials and ELL district support services to improve the education of immigrant and English Language Learners.
ESE Departments: IDEA Individuals with Disabilities Act	Supplemental instructional support provided by Title I will be discussed with parents during the development of each student's IEP.
Title I	Title I funding provides us with additional teachers, professional development, parent involvement activities, and other activities designed to raise student achievement.
Title X	This program helps us to ensure that each homeless child has equal access to the same free appropriate public education, including a public preschool education, as other children.

3. Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental education services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
Develop agenda and presentation materials that address meeting	Principal	August 2017	Copies of agenda and PowerPoint presentation
Develop and distribute invitations	Administration	September 2017	Flyer with Annual Meeting invite distributed
Advertise/publicize event	Administration	September 2017	Connect Orange and Marquee
Conduct Annual Meeting	Administration	September 2017	Title I documentation online and in Assistant Principal's office
Maintain documentation	Assistant Principal	September 2017	Title I documentation online and in Assistant Principal's office

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4. Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Parent involvement activities will be provided monthly in the evening to share enrichment ideas related to ELA, Mathematics, and Science. SAC, PLC, and PTA will in the mornings, afternoons, and evenings to plan and provide feedback for school improvement and activities. The parental involvement contact will survey parents to determine needs and availability. Morning, afternoon, and evening time slots will be offered to parents for Report Card Conferences.

5. Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under section 1118 as parents may request [Section 1118(e)(14)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Family Literacy Night	Reading Coach & CRT	SIP ELA Goal	October 2017	Improve scores on grade level assessments and ELA FSA
STEM Night	Math Coach	SIP Math Goal	November 2017	Improve scores on grade level assessments and Math FSA
FSA Night	Assistant Principal	SIP Achievement ELA, Math, and Science) Goals	January 2017	Improve scores on FSAs and EOCs
Science Fair-school-wide	5 th Grade and Gifted Teachers	SIP Science Goal	May 2018	Participation log, photographs

6. Describe the training the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

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Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
PI Module 1 – The Importance of Parental Involvement	Assistant Principal	Teachers will be given information/resources on communicating and working with parents in order to increase student achievement.	October 2017	Teacher Exit Slips
PI Module 2 – Building Ties Between Home and School	Assistant Principal	Teachers will be given information/resources on how to coordinate and implement parental involvement programs that increase student achievement.	January 2018	Teacher Exit Slips
PI Module 3 – Implementation and Coordination of Parental Involvement Programs	Assistant Principal	Teachers will be given information/resources on building a relationship between home and school and its impact on student achievement.	March 2018	Teacher Exit Slips
PI Module 4 – Communicating and Working with Parents	Assistant Principal	Teachers will be given information/resources on the importance of parental involvement and its impact on student achievement.	May 2018	Teacher Exit Slips

7. Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their child [Section 1118 (e)(4)].

The parent involvement contact will survey parents to determine their needs, provide resources for parents and students as surveys indicate, schedule monthly parent training and support workshops that are included on the school calendar. Riverside provides parents with literature regarding reading, academic resources available to them in the community. Riverside teachers coordinate conference nights where teachers and parents discuss student progress. A Spanish translator will be available if necessary.

8. Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];

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- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

At Riverside's annual meeting in September, parents will be informed of the Title I program. The school will also provide a variety of family nights that will provide information to parents about curriculum and assessments; and help them to understand how to help their child at home. Riverside will communicate with parents through Connect Orange system, emails or text messages, marquee, students' planners, teacher conferences, ProgressBook, and monthly newsletters. Student Performance Reports for MAP, and benchmark assessments are made available to them. Parents are encouraged to participate in SAC, PTA, and PLC meetings, where they are kept informed of school-based and Title I events. A school calendar is sent home monthly and the school marquee keeps parents informed of upcoming events. Translators are provided when needed.

9. Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Riverside's PAFEP will be condensed and printed in English and Spanish. It will be distributed to each student. Copies will also be made available in the office. The condensed PAFEP will be posted on the Riverside's website. The school will provide the parents with timely information about the Title I programs, curriculum, and other school-wide programs through Connect Orange, school newsletters, classroom newsletters, curriculum nights, and parent teacher conferences. Accommodations are made for parents with disabilities as the campus is wheelchair accessible. Childcare is also provided if needed for parent activities such as SAC, PTA, and PLC. Flyers are sent home in English and Spanish. We also have translators to accommodate individual needs when necessary.

Discretionary School Level Parental Involvement Policy Components

- ☐ Check here if the school does not plan to implement the discretionary activities.

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Check all activities the school plans to implement:

- ✓ Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];
- ✓ Providing necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];
- ✓ Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];
- ✓ Training parents to enhance the involvement of other parents [Section 1118(e)(9)] ;
- ✓ Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];
- ✓ Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and
- ✓ Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].

10. Describe how each discretionary activity checked above will be implemented.

Activity	Description of Implementation Strategy	Person Responsible	Correlation to Student Achievement	Timeline
Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)]	Obtain parent input at SAC, PTA, and PLC meetings	Principal	Developing school-home communication	August 2017-May 2018
Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]	Literacy Night, PLC Meetings	CRT, Reading Coach, and CT	Training parents to support their children with academics will increase the likelihood that students will meet established academic goals.	October 2017 and Quarterly activities beginning August 2017
Maximizing parental involvement and participation in their children's education by arranging school	Providing childcare and transportation as requested	Principal	Parent Involvement heightens students' awareness of the importance of	August 2017- May 2018

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meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]	by parents. Survey parents to determine student needs.		academic achievement.	
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School-Parent Compact:

As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Provide a copy of the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by agenda and meeting minutes.

This policy/plan was adopted by the school on 06/22/2017 and will be in effect for the period of 06/01/2018. The school will distribute this policy to all parents of participating Title I, Part A children on or before 09/04/2017.

Brenda Ruddell
(Signature of Authorized Representative)

6/22/2017
(Date)

Provide evidence that this policy/plan has been developed with the input from parents and based on the review of the 2016-17 PIP.