

UMATILLA ELEMENTARY SCHOOL Title I, Part A, Parent and Family Engagement Plan

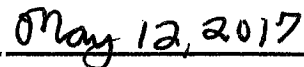
I, Debra Rogers, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will 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(b)(1) and (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)];
- 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)];
- 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)(E)];
- 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 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 [Section (h)(6)(A)].



Signature of Principal or Designee



Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Umatilla Elementary School, along with families and the community, will strive to help each student achieve educational accomplishments through motivating instruction, successful learning experiences, and a safe and orderly environment. By providing high expectations and opportunities for success, students will be able to reach their academic goals. We understand that active participation by parents and families will help students in their academic achievement.

Involvement of Parents

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)].

Response: Umatilla Elementary School believes in involving parents in our Title I programs. The SAC has the responsibility of developing, implementing, and evaluating school level plans, including the SIP

and PFEP, Title I Plan/Budget, Parental Involvement Plan/Budget, and the School Compact. Parents represent at least 50% of SAC membership. The members of SAC are elected upon by peers (faculty, staff, and parents). Parents are given the opportunity to review the plan and offer their input prior to approval. For the FPEP, all parents are given the opportunity to complete surveys at the end of the school year that will give their input in activities, trainings, and materials that are needed to help children. Minutes, agendas, sign in sheets, advertisements are used as documentation of parent input. Parents will be notified of SAC meetings through the school newsletter, website, and marquee.

Coordination and Integration

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)].

| count | Program | Coordination |
|-------|--|---|
| 1 | Title X, Homeless | Umatilla Elementary School works with the Homeless Liaison as well as the student services department to see that parents of homeless students have opportunities to participate in parent involvement programs and activities. |
| 2 | Head Start | Towards the end of the school year, a Kindergarten Round Up is held to provide information, early registration and screenings to incoming kindergarten students. |
| 3 | Individuals with Disabilities Education Act (IDEA) | To discuss support that could be provided by Title I during the development of a student's IEP. |
| 4 | Title III | The ELL teacher assistant works with ELL students and also serves as a liaison between school and home and often serves as a translator. Teachers at Umatilla Elementary School are also ESOL certified. Rosetta Stone is also used for qualifying ELL students. |
| 5 | Title I C, Migrant | The program promotes the coordination of educational and support services including the timely transfer of academic records. This program helps to ensure migrant students do not face additional educational challenges due to the differences in academic standards throughout the country. |

Annual Parent Meeting

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 educational 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)].

| count | Activity/Tasks | Person Responsible | Timeline | Evidence of Effectiveness |
|-------|--|--------------------|-----------|--|
| 1 | Create an agenda, handouts, and/or PowerPoint presentation to share Title I plans and budget | CRT/FSL | September | Copies of agenda, handouts/PPT and meeting minutes |
| 2 | Create and send out invitations and notice of meeting date/time | CRT/FSL | September | Copy of flyer, newsletter and/or invitation |
| 3 | Advertise the meeting | CRT/FSL | September | Advertisement sent home in student newsletter, post on school marquee and post on school website |
| 4 | Create sign-in sheets | CRT/FSL | September | Sign-in sheet(s) from the meeting |
| 5 | Maintain documentation | CRT/FSL | September | Documentation will be kept in the CRT or FSL's office. |

Flexible Parent Meetings

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)].

Response: Our Annual Title I meeting will be held at two different times on two different days; one in the evening and one in the morning to accommodate parents who work during the day or at night. The meeting will be advertised on the school marquee, website and in the school newsletter.

Teachers participate in parent/teacher conferences that offer a variety of days/time to accommodate parent schedules. If a parent is not able to meet in person, a telephone conference will be set up.

Our parent resource center will be open during the school day as well as during evening meetings for SAC and APT.

Title I funds will be used to provide food for parent meetings and workshops.

Building Capacity

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)].

| count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|---|--------------------------------|---|-------------------------|---|
| 1 | Meet The Teacher | All instructional staff | Students and parents will meet their teacher and get information about the curriculum, compacts, and student expectations | August 2017 | Sign-in sheets |
| 2 | Curriculum Night | All instructional staff | Improve student achievement | August 2017 | Sign-in Sheets, discussion |
| 3 | Title I Annual Meeting | CRT, FSL, Principal | Increase opportunities for parent involvement | September 2017 | Sign-in sheets, increase in percentage of family participation |
| 4 | Donuts w/Dad | FSL | Increase opportunities for parent involvement | September 2017 | Sign-in sheets, Increase parent participation at school |
| 5 | School Newsletter | School Secretary & FSL | Improve communication | Monthly | Increase parent participation at school |
| 6 | Telephone Call outs | Principal | Improve communication | Weekly | Increase parent participation at school |
| 7 | Weekly Food Backpacks | School Clerk | Improve communication | Weekly | Increase school grades & parent participation |
| 8 | Report Card Nights - Parent Conferences | Teachers | Improve grades | Fall 2017 & Spring 2018 | Sign-in sheets, Improve school grades |
| 9 | Vocabulary Parent Training | Literacy Coach, CRT | Improve grades | Fall 2017 | Sign-in sheets, Improve school grades |
| 10 | Math Night | Teachers, Coaches | Improve grades | Fall 2017 | Sign-in sheets, Improve school grades |
| 11 | Science/STEM Night | Coach Wilson, CRT, Teachers | Improve grades | Winter 2018 | Sign-in sheets, Improve school grades |
| 12 | FSA Night | CRT, Literacy Coach, Principal | Improve grades | Winter 2018 | Sign-in sheets, Increase parent participation and school grades |
| 13 | Family Engagement Center & Teacher Prescription Pad | FSL | Improve grades | Aug-May | Sign-in sheets, Check-out sheets, Improve grades |

Staff Training

Describe the professional development activities 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)].

| count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|------------------------------|--------------------|---|----------|--|
| 1 | FSL Training | Title I | Improved student achievement | Monthly | Increased parent participation at school |
| 2 | Staff training | Title I | School staff trained to involve parents and reach out to them | Annually | Increased parent participation |

Other Activities

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 children [Section 1118 (e)(4)].

Response: The family school liaison will be available in our parent resource center to help parents check out materials to help their child at home. Through the use of the "teacher prescription pad", the FSL will be able to better serve the parent/student in materials suitable for the struggling areas. The parent resource center will be available during the school day and during evening meetings such as with SAC and APT meetings. Grade levels will have student performances to encourage and increase parent participation.

Communication

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)];
- 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 include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

Response: Umatilla Elementary School will hold two Annual Title I meetings at the beginning of the school year. At these meetings, we will explain to parents what Title I is, how it works, and the services/resources available through Title I (for students and parents). These meetings are advertised in the school newsletter, school marquee, call out, and on the school website. Sign-in sheets, copies of handouts, and meeting minutes will be kept in the FSL or CRT's office.

During "Meet the teacher" and "Curriculum Night", parents will be given information regarding school policies, procedures, curriculum, assessments, and expectations. Data collected through STAR, Istation, i-Ready, and weekly content area tests will determine classroom instruction. Parents are provided grades through Skyward. Parents of students who are in the ESE program, ELL program, and MTSS Tier 3 are invited to attend meetings, an invitation is sent home with the student.

Each grade level will offer two report card nights per a school year. Teachers and administrators are available to meet with parents at these meetings as well, or in addition to these meetings. If parents are unable to attend in person, a telephone conference is scheduled. Sign-in sheets and parent conference forms will be kept.

Accessibility

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)].

Response: Parents are provided with opportunities to be involved in their child's education throughout the school year. Opportunities include involvement and participation in our STEM nights, math night, FSA night, SAC meetings, APT meetings and parent/teacher conferences. Translators for Spanish speaking parents are available at these times. We will also offer a vocabulary training to parents so that they can better help their child at home.

Through our Parent Resource Center, computers/ipads will be available for parents to check out so that students and families will have access to Rosetta Stone at home.

For parents of students with special needs/disabilities will be notified in writing of meetings for their child.

In general, parent notifications are provided via school newsletter, school website, school marquee, call outs, and letters/forms sent home with students. Notifications can be made available in Spanish.

If parents are unable to attend any meeting about parent involvement, copies of the handouts are available at the school. Copies of the School Improvement Plan and Parent and Family Engagement Plan will be available in the office for parents to view. Parents of students with disabilities will be notified of meetings in writing in compliance with ESE guidelines.

Discretionary Activities

Discretionary School Level Parental Involvement Policy Components. Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

| count | Activity | Description of Implementation Strategy | Person Responsible | Anticipated Impact on Student Achievement | Timeline |
|-------|--|--|------------------------------------|---|-----------------------|
| 1 | 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)]; and | Vocabulary parent training - to improve parent academic help at home | Literacy Coach, CRT, FSL, Teachers | Improved grades | Fall 2017 |
| 2 | 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)]; | Parent teacher conferences offered at a variety of times. Discussion about student academic progress, testing and grades | Teacher | Student and parent have a better understanding of grades, academic testing and data | Twice per school year |

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

| count | Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome |
|-------|---|--|
| 1 | Economically Disadvantaged families lack transportation | Arrange transportation when families indicate a need |
| 2 | Conflicting events at other schools | Communicate with other local schools to plan events on different days/times. |
| 3 | Communication does not always get home to parents | Call out system will be used to help support communication |