

2017-2018 Parent and Family Engagement Plan

School Name	Riverside Elementary
LEA	Orange County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

Assurances

The above named school agrees to the following assurances:

- X Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- X Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- X Jointly develop/revise plan with parent and make available to the local community;
- X Involve parents and families in planning, reviewing, and improving schoolwide program plan;
- X Use the findings of parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan;
- X Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
- X Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- X Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Mission Statement

1. Does the mission statement include: How the parent and family engagement	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
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<p>plan is a shared responsibility?</p> <p>How the parent and family engagement plan will assist in providing high quality instruction for all learners?</p>	<p>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.</p>
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Involvement of Parents

<p>2. Does the plan include:</p> <p>How the school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used [ESEA Section 1116]?</p>	<p>Riverside will review 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.</p>
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Coordination and Integration with Other Federal Programs

<p>3. Does the plan include:</p> <p>How the school will coordinate and integrate parent and family engagement programs and activities?</p> <p>How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?</p>	<p>Riverside will be implementing clubs this year to encourage more family involvement in after school activities. With the hiring of our new parent liaison we will provide an increased support to our families in need and increase our communication with our families. The parent liaison will also work with our PTA to increase the activities available at our school in increase parent participation.</p>
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

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	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.
Title X	McKinney Vento Program provides support to our homeless students.
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	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.

Annual Parent Meeting

<p>4. Does the plan include:</p> <p>A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program?</p> <p>A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?</p>	<p>At the beginning of the school year the principal will develop an agenda and a power point presentation to share with the parents for the annual meeting. Parents will be notified through an a specific invite to the annual meeting. The principal will also provide a reminder to parents the week of the meeting through Connect Orange and the school marquee. During the meeting the power point describing our data, the purpose of Title I program and how we will use the funds to increase support to our students and families. An open discussion will be held to allow questions, to cover school choice, the rights of parents, and the adequate yearly progress.</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness

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Develop agenda and presentation materials that address the meeting	Principal	August 2017	Copies of agenda and Power Point 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 the Assistant Principal's office
Maintain documentation	Assistant Principal	September 2017	Title I documentation online and in Assistant Principal's office

Flexible Parent Meetings

<p>5. Does the plan include: How will the school offer a flexible number of meetings, such as meeting in the morning or evening?</p> <p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>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 be 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.</p>
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Building Capacity

<p>6. Does the plan include: How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the</p>	<p>Academic nights in different subject areas are planned to provide our parents with strategies to support their student. Our parent liaison will work with community members to assist in supporting these nights and other activities such as Teach In to gain better relationships with the community and develop resources for our students and families. Other support will be provided through the food pantry and clothes drives.</p>
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<p>community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families to work with their child(ren)?</p> <p>How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p>				
Activity/ Task	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

Staff Development

<p>7. Does the plan include: A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff.</p>	<p>The parent liaison will provide our teachers with the parent involvement modules 1-4 throughout the year for professional development in reaching out to families, building relationships with families, and ways that families can support the classroom. After completion of the modules the teachers will complete and submit an exit slip regarding the information.</p>
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<p>- with the assistance of parents/families, in the value and utility of contributions of parents/families?</p> <p>- in how to reach out to, communicate with, and work with parents/families as equal partners?</p> <p>- in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]?</p>				
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
PI Module 1 – The Importance of Parental Involvement	Parent Liaison	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	Parent Liaison	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	Parent Liaison	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	Parent Liaison	Teachers will be given information/resources on the importance of parental involvement and its impact on student achievement.	May 2018	Teacher Exit Slips

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Other Activities

8. Does the plan include: How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?	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		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Parent Academy Notification	Parent Liaison	Throughout the year	Parent Attendance

Communication

9. Does the plan include: How the school will provide timely information about the Title I programs? How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain? How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions	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 the 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 and are able to provide suggestions to implementation of academic materials. A school calendar is sent home monthly and the school marquee keeps parents informed of upcoming events. Translators are provided when needed. As comments are received change to the schoolwide plan will be made.
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<p>and to participate, as appropriate, in decisions relating to the education of their child(ren)/</p> <p>How the school will submit parents/families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p>	
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Accessibility

<p>10. Does the plan include:</p> <p>A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> <p>A description of how the school will share information related to school an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?</p>	<p>Riverside's PFEP will be condensed and printed in English and Spanish. It will be distributed to each student. Copies will also be available in the office. The condensed PFEP will be posted on the Riverside's website. The school will provide 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.</p>
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Discretionary Activities

<p>11. Does the plan include:</p> <p>Any activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to</p>	<p>Childcare and transportation will be provided as requested by parents to maximize parental involvement in their child's education. Literacy training will be provided for parents and parent input will be gathered at SAC and PTA for development of training.</p>
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parent/family engagement, etc.)				
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training. Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training. [Section 1118 (e)(6)]	Principal	Developing school-home communication	August 2017- May 2018	Minutes from PTA & SAC
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)]	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	Sign In Sheets
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)]	Principal	Parent Involvement heightens students' awareness of the importance of academic achievement	August 2017 – May 2018	Written Parent Requests.

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Barriers

12. Does the plan include: A description of the barriers that hindered participation by parents during the previous school year? A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children [ESEA Section 1116])?	According to parent input during a PTA meeting, parents wanted more non-academic activities to have the opportunity to participate with their child. The school will try to embed academic strategies into non-academic activities. The parent liaison will work with the CCT and the ELL paraprofessional to reach out to our families limited English proficiency.
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
ELL parents	Provide translations and specific invitations by the parent liaison to include these parents in PTA/SAC and other activities.
Non-academic activities	Coaches will plan academic strategies and activities to embed during the non-academic activities.

School-Parent Compact

13. Does the plan include: 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	Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.
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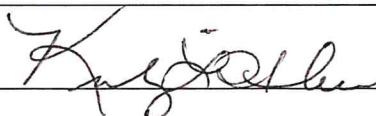
school staff, and students will share the responsibility for improved student academic achievement?	
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Adoption

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 evidence 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.

Signature of Authorized Personnel	
Date	<u>6/22/2017</u>

Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- X Parent survey of previous year's events and activities
- X Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- X Parent Feedback Summary of PFEP Evaluation
- x Parent and Family Engagement Activities Tracking Form