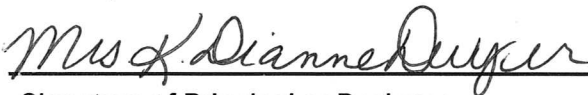


## UMATILLA ELEMENTARY SCHOOL Title I, Part A, Parent and Family Engagement Plan

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 PFEF, 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	IX, 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 family engagement 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 materials, supplies, and 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 2018	Sign-in sheets, advertisement, website updated
2	Curriculum Night	All instructional staff	Improve student achievement	August 2018	Sign-in Sheets, advertisement, website updated, discussion
3	Title I Annual Meeting	CRT, FSL, Principal	Increase opportunities for family involvement	September 2018	Sign-in sheets, flyer, agenda, handouts, increase in percentage of family participation
4	Grandparents Picnic	CRT, FSL	Increase opportunities for family engagement	September 2018	Sign-in sheets, flyer, agenda, handouts, increase in percentage of family participation
5	Donuts w/Dad	FSL	Increase opportunities for family involvement	September 2018	Sign-in sheets, flyer, agenda, handouts, Increase family participation at school
6	School Newsletter	School Secretary & FSL	Improve communication	Monthly	Post on website, offer in other languages, Increase family participation at school
7	Telephone Call outs	Principal	Improve communication	Weekly	Increase parent participation at school
8	Weekly Food Backpacks	School Clerk	Improve communication	Weekly	Increase school grades & parent participation
9	Report Card Nights - Parent Conferences	Teachers	Improve grades	Fall 2018 & Spring 2019	Sign-in sheets, advertisement, update website, Improve school grades
10	Math Night	Teachers, Coaches	Improve grades	Fall 2018	Sign-in sheets, flyer, agenda, handouts, Improve school grades

11	Science/STEAM/Art Night	STEAM Teacher, CRT, Teachers	Improve grades	Winter 2019	Sign-in sheets, flyer, agenda, handouts, Improve school grades
12	FSA Night	CRT, Literacy Coach, Principal	Improve grades	Winter 2019	Sign-in sheets, flyer, agenda, handouts, Increase family participation and school grades
13	Kindergarten Round-Up	CRT, FSL, Principal, Kg Teachers, Clerk	Improve communication and family involvement.	April 2019	Sign-in sheets, flyer, agenda, handouts, Increase family participation at school.
14	Muffins for Mom	FSL, CRT	Increase opportunities for family involvement	May 2019	Sign-in sheets, flyer, agenda, handouts, Increase family participation at school
15	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	Every other month	Increased parent participation at school, agenda, handouts
2	Staff training	Title I	School staff trained to involve parents and reach out to them	Annually	Increased parent participation, sign in sheets

## 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 family resource center to help families 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 family/student with materials suitable for the struggling areas. The family resource center will be available during the school day and during evening meetings such as with SAC and APT meetings.

## 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 families what Title I is, how it works, and the services/resources available through Title I (for students and families). 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", families will be given information regarding school policies, procedures, curriculum, assessments, and expectations. Data collected through STAR, i-Ready, and weekly content area tests will determine classroom instruction. Families are provided grades through Skyward. Families 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 families at these meetings as well, or in addition to these meetings. If families are unable to attend in person, a telephone conference is scheduled. Sign-in sheets and conference forms will be kept.

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## 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:** Families are provided with opportunities to be involved in their child's education throughout the school year. Opportunities include involvement and participation in our Meet the Teacher event, Curriculum Night, Report Card Conferences, Math night, STEAM night, FSA night, SAC meetings, APT meetings. Translators for Spanish speaking families are available at these times

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

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

In general, family 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 families are unable to attend any meeting about family involvement, copies of the handouts are available at the school. Copies of the School Improvement Plan and Family Engagement Plan will be available in the office for families to view. Families of students with disabilities will be notified of meetings in writing in compliance with ESE guidelines.

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## 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	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	Conferences are offered at a variety of times. Discussion about student academic progress, testing and grades	Teacher	Student and families have a better understanding of grades, academic testing and data	Twice per school year



	are unable to attend those conferences at school [Section 1118(e)(10)];				
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## Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help children [Section 1118 (e )(1-2)]. Include participation data on the Title I annual meeting.

Count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	<b>Meet the Teacher</b>	1	1800	Students and Parents meet their teacher and get information about the curriculum, and student expectations.
2	<b>Curriculum Night</b>	2	431	Families were given information particular to their child's classroom and grade level. Topics included: grading policy, class procedures, schedules, testing information, etc.
3	<b>Annual Title I Meeting</b>	2	48	Increase the opportunity and desire for Family Engagement. Share specifics about our Title I plan and budget.
4	<b>Donuts with Dad</b>	1	717	Increase the opportunity and desire for Family Engagement. Families showing support for their child academics.
5	<b>Food Backpack Program</b>	35	869	By ensuring that each student has something to eat over the weekend, it reduces the family stress and increases a desire to participate in school.
6	<b>Report Card Nights</b>	3	2392	Parents met with teachers to discuss their child's progress and ways they can work with the school to increase achievement.
7	<b>Math Night</b>	1	74	Parents and students worked together to solve math problems in a fun way, which

				helped increase a desire to learn more.
8	<b>Saturday STEM Math</b>	1	40	Students worked on their Math and Science skills. Parents learned how to motivate and help their child.
9	<b>Family STEAM Night</b>	1	137	Students and Families enjoyed activities from the Orlando Science center and learned some easy ways to incorporate STEAM into their lives.
10	<b>FSA Night</b>	1	37	Parents learned how to help their child prepare for the FSA with different techniques.
11	<b>Kindergarten Round Up</b>	1	172	Parents were able to meet the Kindergarten teachers and learn about the curriculum so they could prepare their child for the coming year.
12	<b>Family Engagement Center</b>	All Year	130	Families came to check out items to help their child increase their academic skills.

## 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	<b>Economically Disadvantaged families lack transportation</b>	<b>Offer transportation when families indicate a need</b>
2	<b>Students may not be aware of Family Engagement events.</b>	<b>Advertise and discuss Family Engagement events on our morning news program.</b>
3	<b>Students and families are not motivated to attend Family Engagement Events.</b>	<b>Change they type of food offered at Family Engagement Events.</b>