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| **Mission Statement** | | |
| How the parent and family engagement plan is a shared responsibility and will assist in providing high quality instruction for all learners? | The mission of the WES Parent Involvement is to empower parents and guardians to become meaningful partners in their children’s education by building a highly effective environment that fosters collaboration between families, schools, and the community. | |
| **Involvement of Parents** | | |
| 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] | 1. Title I Annual Meeting - Parents will be informed about requirements of Title 1, curriculum, assessments, school performance, and student expectations.  2. SAC Meetings - First Tuesday night of every month.  3. Parents are requested to participate in periodic surveys to suggest improvement in school functions and request informative workshop topics. | |
| **Coordination and Integration with Other Federal Programs** | | |
| How the school will coordinate and integrate parent and family engagement programs and activities and family activities that teach parents how to help their child(ren) at home? [ESEA Section 1116] | Parents receive information in parent workshops and in hands-outs on creating a multi-sensory reading environment at home that will complement school learning.  Title I, Part A: Services are provided to ensure students requiring additional remediation are assisted through in-school tutoring programs. The school ensures that the use of Title I, Part A funds are used  in school-wide programs for the benefit of all students and subgroups. The school uses the Comprehensive Needs Assessment process in the spring to determine the needs and budget for the upcoming year. Once Florida Standards Assessment scores are released, the administration and  staff review the decisions made in the spring to determine what changes, if any, need to be made to assist students' academic levels.  Title I, Part C: A migrant liaison provides services and support to students and parents. The liaison coordinates with Title I, district, school administration and other programs to ensure student needs are met.  Title III: Services are provided through the district for education materials and ELL district support services to improve the education of immigrant and English Language Learners. An ESOL paraprofessional is provided once the school has reached 15 ESOL/LY students. The district provides  tutoring for ELL students once a week while their parents access use of the Rosetta Stone Program to acquire English skills.  Title IX: The district homeless liaison and social worker provides resources (clothing, school supplies, social service referrals) for students identified as homeless under the McKinney-Vento Act, to eliminate barriers for a free and appropriate education. Our school social worker provides  transportation and collaborates with local social services to provide support.  VIOLENCE PREVENTION PROGRAMS: The Levy County Sheriff's Office provides a Safe and Drug Free school unit. We have a bullying prevention program and a curriculum that addresses character education and conflict resolution. CDS also provides a full time counselor to meet with each class once a week implementing a program called, "Too Good for Drugs, Too Good for Violence". Our school is a PBS school, focusing on rewards for positive behaviors.  NUTRITION PROGRAMS: Every classroom teacher provides at least five hours of documented nutrition instruction.  CAREER and TECHNICAL EDUCATION: Various careers are shared and demonstrated for students through a "Career Day" sponsored by the guidance counselor and special area team. Guest speakers are also brought in throughout the year to speak to the children on curriculum-related topics. Students are also provided a CTE course in keyboarding to help hone their skills in this area and obtain certification. | |
| **Annual Parent Meeting** | | |
| 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? (description of schoolwide program)  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? | 1. Develop invitations/phone home message/Remind Text messaging/Social Media/Website - Administration provides survey for parents to verify if they received invitations and phone messages to help plan and notify them of the event. Effectiveness will be determined based on 80% of positive responses from survey participants  2. Annual Back to School Title I Parent Orientation - Sign-in Sheets; information presented via PowerPoint  3. Maintain documentation - Electronic folder used for monitoring  4. Send PowerPoint of meeting home with every student in paper and electronic formats and posting the PowerPoint on the school website.  5. Provide a list of parent involvement events on a parent calendar. Copies of calendars sent home to all students and updated on the electronic calendar posted on the website. | |
| **Flexible Parent Meetings** | | |
| How will the school offer a flexible number of meetings, such as meetings in the morning or evening and provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement? [ESEA Section 1116] | 1. Monthly SAC meetings will be held the first Tuesday of every month at 6 pm so that more parents are able to attend after work.  2. Due to parents having multiple children at multiple grade levels we will offer our meetings at different times to ensure our parents can attend the teacher meeting following the annual meeting.  3. Family nights will be held at school on different dates and/or times to allow parents to participate based on their schedule. Two flexible meetings will be held to give parents and students the opportunity to make and take resources to use at home.  4. Conference Weeks and Extended Conference Night - Parents have a two week window to schedule their Parent/Teacher conference and one late night to accommodate late work schedules. | |
| **Building Capacity (Parent Activities)** | | |
| How the school will implement activities that will build the capacity for meaningful parent/family involvement, relationships with the community ***to improve student achievement,*** provide ***materials and trainings*** to assist parents/families to ***work with their child(ren)***, and other reasonable support for parent/family engagement activities? [ESEA Section 1116] | 1. Meet the Teacher - Students and families are invited to tour the campus and meet their teachers for the year.  2. STEAM Nights - Parents are invited into the school two evenings a year. Students present their most recent STEAM activities and take opportunities to teach their parents about their new learning.  3. Family Make It Take It Nights - Offered twice a year; parents and students are invited to create academic activities to use at home with their children.  4. SAC Meetings - All parents are welcome to attend on the first Tuesday of each month to provide input.  5. ESOL Community Meetings - ESOL families are welcome to attend, ask questions on a variety of topics, and get help with translations.  6. Star Lab - Students and families participate in an evening looking at and learning about the stars through telescopes.  7. Student Recognition Ceremonies - Students are recognized in front of their families for important achievements in school.  8. District Parent Resource Lab - Parents can create games and posters to enhance learning skills for their children. | |
| **Staff Development** | | |
| A description of the professional development activities the school will provide to educate the teachers, inst. support personnel, principals, other school leaders and other staff with the assistance of parents/families   * in the ***value and utility*** of contributions of parents/families * in how to reach out to***, communicate with***, and work with parents/families as ***equal*** partners * in implementing and coordinating parent/family programs, and in building ties between parents/families and the school? [ESEA Section 1116] | 1. Culturally Responsive Classrooms Professional Development provided by FDLRS - Teachers, instructional support personnel, and principals will be educated about the culturally responsive classroom.  2. Holding Effective Parent/Teacher Conferences Professional Development provided by our Reading Coach - Teachers will be trained in conducting an effective parent teacher conference in a way that allows all voices to be heard. Parents will provide feedback after their parent teacher conference. | |
| **Other Activities** | | |
| 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] | 1. Quarterly School Newsletter, School Website, Remind 101, Social Media - Teachers and administrators will use these tools to keep parents continuously informed. | |
| **Communication** | | |
| How the school will provide timely information about the Title I programs 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 and to participate, as appropriate, in decisions relating to the education of their child(ren)?  How the school will submit parents/families comments if the schoolwide plan is not satisfactory to them? [ESEA Section 1116] | 1. Annual Title I Back to School Parent Orientation - Provides an opportunity to hear the principal describe and explain the Title I program, curriculum offered, types of assessments to monitor progress, grade level expectations and proficiency levels for the school grade. A detailed presentation on grade level standards and expectations, materials needed, sample test items, on-line resources, and ways for parents to help their children learn at home will also be provided.  2. Classroom Newsletters/Quarterly School-wide Newsletters- Provides an opportunity to describe the Title I Plan, announces parental activities, describes standards, provides questions to ask students about the benchmarks being taught, lists activities, gives timelines, assessment descriptions and describes ways parents can assist with student learning at home. A copy of each newsletter is on file in the front office.  3. School Web-site offers a convenient resource for parents of Title I provisions, schedules, school calendar, SIP, PIP, Florida Standards, on-line resources for parents to help their children at home, assessment practice, and assessment dates. School website information includes: Florida Standards Parent Guide, ESOL information, FLDOE-Just For Parents, Open House/Title I presentation, Parent Community Guide, Parent Involvement Plan, MTSS - Multi Tiered System of Support, School Improvement Plan, Skyward Access, Student Supply List, Superintendent's Message and any current information that would be of interest to parents. The WES Lab Manager up-dates the site weekly.  4. Phone Home- Provides reminders of important events, opportunities for parent involvement, and information to look for coming home.  5. Planners for each child contain a school calendar, the student handbook for parents, academic information, planning, and a place to add pertinent information between school and home. Students write in the planners daily, parents sign each evening, and teachers check and respond to comments from parents daily.  6. Family nights will be held to communicate and educate parents on the grade level standard expectations, ways to help their students using mathematical strategies, reading, and science content for all grades.  7. Teachers will work with parents by holding student led data chats and conferences to explain their student's progress.  8. The use of the school social media page and Remind 101 texting app will be used to notify parents of upcoming events and important information.  9. Parents receive written explanation of their students placement on ongoing progress monitoring three times a year and the annual FSA/FCAT reports. Additionally, any student performing below grade level in reading will receive monthly updates on the interventions the student is receiving and their current assessment progress. | |
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| **Accessibility** | | |
| A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?  A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand? | 1. Interpreters are provided for speakers of other languages at parent involvement activities.  2. School information is distributed to parents in their native language.  3. Meetings and special accommodations are made available to parents with disabilities through our social worker, guidance counselor, ESOL paraprofessional and staff.  4. The Rosetta Stone lab is made available for students to assist their parents in learning English upon request.  5. The ESOL paraprofessional calls parents and translates/relays important information to guarantee effective communication with our parents. Mrs. Velez accommodates non-English-speaking families by welcoming them to campus and helping them become acclimated.  6. The remind app and the school website is able to translate the text into the parent’s native language.  7. Versions of the Florida Standards is available to all parents in their native language. | |
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| **Discretionary Activities** | | |
| 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 parent/family engagement, etc.) | This year, WES is implementing the AVID program. AVID encourages students to prepare for college and career success through organization and purposeful planning. Teachers will conduct a parent information night to assist parents in understanding AVID’s goals and explore how they can help their student at home. | |
| **Barriers** | | |
| 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] | Barrier | Steps to Overcome Barrier |
| 1. Parents do not receive information about events. | Use Skyward, parent email, school website, school Facebook page, phone homes, and Remind 101 texting app to inform parents about events. |
| 2. Parent work schedules only allow for limited participation in school events. | Combine events so that parents only need to show up on one date to participate in more than one event; schedule events after business hours. |