

2018-2019 Title I, Part A Parental and Family Engagement Plan

Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the 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.
- The school will 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.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.


Signature of Principal or Designee


Date Signed

School Name: Neptune Elementary

Mission Statement (Optional)

Neptune Elementary provides challenging and engaging standards-based instruction through data driven decisions, collaboration, problem solving, and a shared vision for success.

Parental and Family Engagement Mission Statement (Optional)

At Neptune Elementary School, we will foster relationships between school, family, and the community to ensure all students achieve high levels of academic, social, and emotional achievement.

How the parent and family engagement plan is a shared responsibility? (Optional)

Neptune Elementary School strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent Involvement Plan. Neptune has an active SAC that consists of administration, teachers, and parent representatives. All parents are encouraged to join SAC and we have multiple incentive programs in place to help increase our parental participation. The Parent Involvement Plan is shared on our website, shared at all of our parent conference nights, given out at each of the family night events, and is available in the front office for our new students coming in to the school.

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

Building home, school, and community relationships is a top priority for Neptune Elementary. The events included in our Parent Involvement Plan allow us to share strategies and activities that parents can do at home with their children to further build on the work we are doing at school. By building the capacity of our parents, we are ensuring that our students know we are all a team, working together to help them grow and obtain the skills necessary to be successful in today's society.

Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and REMIND. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.

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.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Administration/Leadership Team	August	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Administration/Leadership Team	August	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Administration/Secretary	August	Collection of sign-in sheets
4.	Compile documents	Administration/Leadership Team	September	Scan documents upload to LEA monitoring site

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

How will the school provide, with Title I funds, transportations, child care or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

Throughout the school year we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	STEM Family Night (Elementary and Middle School)	Math/Science Coach	Children and parents will participate in hands on STEM activities that reinforce required academic skills.	April 2019	Sign-in sheets, flyers, meeting notes, Agenda
2.	Math/Science Night	Math/Science Coach	Students and parents will participate in hands-on standards based activities in order to increase student achievement in the targeted math/science skills.	October 2018	Sign-in sheets, flyers, meeting notes, Agenda
3.	Math/Science Night	Math/Science Coach	Students and parents will participate in hands-on standards based activities in order to increase student achievement in the targeted math/science skills.	November 2018	Sign-in sheets, flyers, meeting notes, Agenda
4.	Literacy Night	Literacy Coach	Students and parents will participate in hands-on standards based activities in order to increase student achievement in the targeted language arts standards.	May 2019	Sign-in sheets, flyers, meeting notes, Agenda
5.	AVID Career Night	AVID	Students and parents will participate in activities in order to increase student career and college readiness; awareness of college and career options; and strategies to assist with study skills, critical thinking, and organization.	March 2019	Sign-in sheets, flyers, meeting notes, Agenda

Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Cultural Sensitivity	Administration	Provide framework for developing cultural awareness to help the culture gap.	October 2018	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	5 Levels of Parent Involvement	Administration	Provide information about the 5 levels of parent involvement and parent's rights.	September 2018	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.	Faculty/Staff Volunteer Training	Staff/Administration	Reinforce the importance of parental involvement	September 2018	Attendance sign-in sheets
4.	Communication and working with parents	Leadership Team	Provide various topics for teachers/staff to focus. Discuss components of the compact so there is understanding of specific terminology.	October 2018	Attendance sign-in sheets, agenda
5.	MTSS Process	MTSS Coach/IAT Team	Reinforce strategies for involving parents in the MTSS and problem-solving process.	November 2018	Attendance sign-in sheets, agenda

Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

Neptune Elementary has a Parent Liaison that is available to greet and work with parents during the school day. Parents have the opportunity to check out materials they can use at home with their children. There are also parent conference nights scheduled at every progress report time. All parents are encouraged to come in and meet with their child's teacher at a scheduled time. The parent conferences provide the opportunity for parents to hear about the academic and behavioral progress their child is making and to learn how they can support continued learning at home.

Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.

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?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

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)?

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers via email. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

A Title I survey is sent home to parents in order to get feedback on curriculum, testing, barriers, etc. All surveys are collected and evaluated. Results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

Accessibility

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

Our school has an outdial system called School Messenger that is used to contact parents in regards to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

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?

Neptune Elementary has an outdial system called School Messenger that is used to contact parents in regards to events happening at the school as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the various schools and areas.

Discretionary (Optional)

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.)

(Optional)

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.					
2.					
3.					
4.					
5.					

Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

Lack of Internet service and resources for our disadvantaged population; lack of connection with teachers/staff or feeling of being welcomed; time conflicts with work.

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?)

Neptune will make sure to have translators available at all parent conferences and family nights in order to assist our parents with limited English proficiency; phone calls will be made for positives in each classroom (not simply when there is an academic or behavioral concern); We will offer parent events and trainings at multiple times.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	We will connect families with outside service agencies that can assist with transportation issues. We will work with parents on alternative discipline/bus issues that require parents to transport their students to and from school.
2.	Language Barrier	We will provide translation services for parent meetings. Phone calls, emails and dial out messages will be conducted in both English and Spanish.
3.	Child Care	We will provide an activity or movie in the media center in order to assist parent attending parent conference nights. We will also provide family friendly activities throughout the year so that all members of the family can enjoy the event together.
4.	Parent Lack of Comfort	We will provide customer service training for all staff and provide communication resources in a language parents understand.
5.	Time conflicts for economically disadvantaged families to attend workshops and conflicts with family responsibilities	We will offer parent events and trainings at multiple times. We will offer translation services at the events; we will provide ample notice of events to parents to ensure they have adequate time to plan and make arrangements for the event.