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**Parent and Family Engagement Plan**

I, Wendy Bryan, 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)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement

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| **Response:**  The mission of Gulfport Montessori Elementary Schools’ Family and Parent Engagement Committee is to support our families by offering meaningful trainings and events to support families with their child(s) academic, social and emotional growth. We aim to bring families to events at Gulfport to establish a strong community of support for our Gulfport Bulldogs. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:**  Gulfport Montessori Elementary school believes in involving parents in all aspects of the Title I program. The School Advisory Committee has the responsibility for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan, Family Parent and Engagement Plan, and School Compact. During the SAC meeting with the FPEP and/or SIP are developed, the committee will decide, with the input from parents, how parental involvement funds will be used. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | VPK | Gulfport Montessori Elementary and the VPK office will work together to coordinate transition programs for students entering the regular pubic school program. Activities may include: coordinating meetings with parents, VPK teachers, and the kindergarten teachers to discuss specific learning needs of students, and transition to kindergarten. |
| 2 | Kindergarten Open House | Gulfport will provide families information that is important to help their children transition from PreK to Kindergarten. |
| 3 | Technology Training | Parents will be given a training on how to utilize schoolwide programs at home with their child. Programs that parents will be trained on are: I-station, iReady MYOn and Think Central. |
| 4 | I Love Reading Day | Parents who attend this training will receive take home packets that give specific reading strategies to do with their child at home. |
| 5 | Parent University | This event is for parents to learn about Gulfport’s schoolwide behavior system, where to access family resources and to inform them of what Title I is all about. |
| 6 | Student Led Conferences | This event will be held by the students and teachers to showcase their data to their students’ parents. |
| 7 | Math Night | This event will be training parents on math strategies they can use at home. The experience is a hands on learning experience for both students and their families. |
| 8 | Celebration of Learning | This event takes place at the end of the year to showcase all the learning that has taken place. The teachers train parents on standards and strategies to prepare their children for the next grade level they will be entering. |
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**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Maintain documentation | Principal and Assistant Principal | September 17, 2019 | Title I audit box housed in Title I office and documentation will be uploaded to electronic audit box |
| 2 | Annual Title I Parent Meeting | MTSS Coach | September 17, 2019 | Agendas and sign-in sheets |
| 3 | Create sign-in sheets | MTSS Coach | August, 2019 | Sign-in sheets for meeting and individual classrooms |
| 4 | Advertise/publicize event | Principal and Assistant Principal | August, 2019 | School Messenger messages, school marquee, and posting on school website, school newsletter |
| 5 | Develop and disseminate invitations | Principal, teachers, and Assistant Principal | August, 2019 | Flyer with date of dissemination and posting on school website, School Messenger messages, school marquee, and posting on school website, school newsletter |

**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:**

The leadership and staff of Gulfport Montessori Elementary hold a strong belief in the importance of increasing parental involvement and therefore have put materials in place to offer parent meetings/parent activities in the afternoon, evening and during the school day to accommodate the different schedule of our parents. If parents are unable to attend an event they can get the information and materials from the MTSS coach, classroom teacher, calling the school and or coming to our family engagement area we have at Gulfport.

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent University/ Annual Title I Meeting | Coaches | Assist parents and students with school-wide and classroom expectations so that their child(ren) will be successful during and after school. | September 2019 | Sign-in sheets, handouts, agendas, and presentation materials |
| 2 | I Love Reading Day | Principal and Assistant Principal | Parents will be provided specific reading strategies to help parents work with their child at home. The purpose will be that students will be able to achieve at a higher level of reading due to the enforcement of reading help at home. | February 2020 | Sign-in sheets, handouts, agendas, and presentation materials |
| 3 | Student Led Conferences | Principal and Assistant Principal | Parents will have time to sit with their child to review their portfolio of work, areas of improvement and areas for continuous work | October 2019 | Sign-in sheets, handouts, agendas, and presentation materials, conference notes |
| 4 | Math Night | Math Coach, administrators, teachers | This event will be training parents on math strategies they can use at home. The experience is a hands on learning experience for both students and their families. Sessions topics will include standard based learning task, making learning gains in math. | April 2020 | Sign-in sheets and handouts |
| 5 | Celebration of Learning | Principal and Assistant Principal | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all content areas to support reading and math gains. | May 2020 | Sign-in sheets and handouts |
| 7 | Primary Night | Administration, teachers, coaches | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all content areas to support reading and math gains. | March 2020 | Sign-in sheets and handouts |
| 8 | FSA night | Administration, teachers, coaches | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all content areas to support reading and math FSA gains. | December 2019 | Sign-in sheets, surveys, handouts |
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**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Ongoing PLC | Principal, Assistant Principals, Instructional Coaches, Assistant Principals | Improve the level of rigorous tasks and standard based instruction. | August 2019 - May 2020 | PLC notes, PlanBook and Tier 1 and Tier 2 fidelity check forms |
| 2 | Jan Richardson Guided Reading | MTSS Coach, Reading Coach, Consultant | Jan Richardson is a research based intervention that will be implemented during the teachers tier 2 groups. By providing specific training on how to do the intervention we hope to see student achievement in ELA. | August 2019- May 2020 | FSA Data, MAP data and I-Ready graphs |

**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)].

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| **Response:**  Teachers will share information at parent conferences about student compacts. A parent representative will attend the Parent Advisory Committee meetings two times per year and share information with the School Advisory Committee. The school will share through the monthly newsletter or flyers of activities that are at the Parental Involvement Resource Center. |

**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)].

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| **Response:**  At the annual meeting of parents in September 2019, Gulfport Montessori Elementary will hold general meeting where information will be presented about the Title I program and the curriculum. Parents will learn about the school-wide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents will be informed that copies of the FPEP are available in the parent engagement room. Upon conclusion of the general meeting, parents will then proceed to the trainings for academics and Connect for Success lap top training. MTSS Coach will maintain sign-in sheets and maintain documentation on the dissemination of information, distribution methods, and timelines. |

**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)].

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| **Response:**  Gulfport Montessori Elementary will share school and district Title I PFEP, Title I Project Application, and the Title I Project Application, and the Title I 5 year plan in format and a language parents can understand, this includes but limited to school activities, Administrators will be responsible for making sure the parents get the correct information by using School Messenger and translated documents, as needed. Any parent information is located in our Family Engagement area located in the front office. Any parents with specials needs will be helped by the Assistant Principal and the Community Family Liaison. We have multiple handicap entrances throughout the school included the elevator for the second floor classrooms. |

**Discretionary Activities**

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:

X Not Applicable

**Upload Evidence of Input from Parents (into the Audit Box KIA Folder)**

Upload evidence of parent input in the development of the plan.

**Upload Parent-School Compact** **(into the Audit Box KIA Folder)**  
  
  
Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].  
  
Upload an electronic version of the Parent-School Compact.

**Upload Evidence of Parent Involvement in Development of Parent-School Compact (into the Audit Box KIA Folder)**

Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].  
  
Upload evidence of parent input in the development of the compact.

**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 their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Parent University/ Title 1 Annual Meeting | 1 | 267 | Specific information on Title I and general information on behavior, academics and portal access. Information on how parents can assist at home in reaching highest student achievement. |
| 2 | Math/Science Night | 1 | 109 | This event will be training parents on math strategies they can use at home. The experience is a hands on learning experience for both students and their families. Sessions topics will include standard based learning task, making learning gains in math. |
| 3 | I Love Reading Day | 1 | 103 | Parents will be provided specific reading strategies to help parents work with their child at home. The purpose will be that students will be able to achieve at a higher level of reading due to the enforcement of reading help at home. |
| 4 | Primary Night | 1 | 162 | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all |
| 5 | Celebration of Learning | 5 | 523 | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all content areas to support reading and math gains. |
| 6 | FSA Night | 1 | 109 | Parents will be provided with content specific sessions, aligned to Florida state standards, identifying strategies they can use at home to promote highest student achievement in all content areas to support reading and math FSA gains. |
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**Staff Training Summary**  
  
Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Ongoing PLC's with Instructional Coaches | 25 | 37 | Decrease in referrals and an increase of overall satisfaction in our Accreditation Survey and Title I Survey. Due to a decrease in referrals our expected performance level in standardized testing will increase. |
| 2 | Celebrating Student Success | 3 | 37 | Increase knowledge for student data to increase highest student achievement. |
| 3 | Culturally Responsive Rooms | 7 | 37 | Closing the achievement gap in our African American population. |
| 4 | Student Centered Work | 6 | 37 | Increase teacher knowledge on standards which in turn will increase our student academic performance. |
| 5 | Restorative Practice | 1 | 37 | Decrease in referrals and increase overall student academic performance. |
| 6 | PBS | 5 | 53 | A decrease in out of class time which will increase our expected performance level in standardized testing. |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | (All subgroups) Lack of parent involvement | Offer alternate meeting times throughout the day |
| 2 | (All subgroups) Communication to parents in a timely manner so they can make arrangements to attend activities | We will make multiple calls on school messenger, we will announce activities in our newsletter, and send flyers as reminders. All classroom teachers are using Class Dojo to communicate with families. |
| 3 | (African subgroups) Parent perception of different ways that they can be involved | Staff will build positive relationships with all families. Family involvement will be culturally relevant. |

**Best Practices (Optional)**  
  
Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)