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:

* Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
* Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
* Jointly develop/revise plan with parent and make available to the local community;
* Involve parents and families in planning, reviewing, and improving schoolwide program plan;
* 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;
* 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;
* 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;
* Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

**Mission Statement**

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| **1. Does the mission statement include:**  How the parent and family engagement plan is a shared responsibility?  How the parent and family engagement plan will assist in providing high quality instruction for all learners? | **Orlo Vista Elementary School mission is to provide a nurturing environment committed to achieving excellence. Invite parents to share ideas and concerns about their child education and work together to set student goals. Parents will be provided with resources available through School Improvement Plan, SAC/PTA, and Family Engagement Plan. All students are challenged to reach their maximum potential by learning at their functional level to provide a solid foundation of skills, knowledge, and values.** |

**Involvement of Parents**

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| **2. Does the plan include:**  How the school will involve the parents and families in an organized, ongoing, and timelyanner 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]? | **We will create and support a safe school environment in which all students and parents feel welcome at Orlo Vista Elementary School. Where we can work together and support each other by establishing activities parents and families will be participating throughout the year.**    **Notifications will be forward to parents in a timely matter throughout the year with vary languages:**   * **School Website** * **Virtual/ClassDojo/Big Blue Button** * **Email** * **Phone Calls** * **LaunchEd (Canvas)** * **ConnectEd** * **Online Newsletter** * **Marquee** * **If possible Flyers/Student Planners** * **Social Media Outlets**   **Examples of Parent Involvement and decision making:**   * **School Improvement Plan** * **Annual Title I Meeting** * **SAC/PTA Meeting** * **Annual/PTA Parent Planning Meeting** * **Multilingual Parent Leadership Meeting** |
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**Coordination and Integration with Other Federal Programs**

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| **3. Does the plan include:**  How the school will coordinate and integrate parent and family engagement programs and activities?  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]? | **Orlo Vista Elementary School will engage parents and families through a variety of school sponsored activities and events through positive parenting learning activities:**   * **Literacy Night** * **Math Night** * **Science/STEM Night** * **Multi-Lingual and Arts Night** * **Black History Program** * **FSA Informational Night** |
| **Program** | **Coordination** |
| **Title I** | **Title 1 parents will be invited to attend learning sessions through Parent Academy offered by the school district. In addition, we will conduct our Annual Tile 1 Meeting and SAC/PTA Meetings to provide parents with information regarding their child education.** |
| **Title II** | **Professional Development training and strategies are provided to help teachers promote positive partnership between parents and school. Our school will provide parents with information about the FSA Testing and Florida Standards and to increase opportunities for parental involvement at home.** |
| **Title III** | **The school will provide trainings and workshops through the Multilingual Parent Leadership Council and support their oral language development.** |
| IDEA | **Parents of ESE students will receive academic support and supplemental instructions with their IEPs and 504 plans.** |
| Title X | **McKinney Vento Program provides support to our homeless students. The family receives services throughout the year for their students which includes: free breakfast/lunch, clothing, shoes, funding for field trips, school supplies, and gas/bus cards.** |

**Annual Parent Meeting**

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| **4. Does the plan include:**  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?  A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?  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? | **Orlo Vista Elementary School will conduct an Annual Title I Virtual or Traditional meeting to inform parent and guardians of the school Title I program which includes funding for:**   * **Title I/Migrant and Homeless Program** * **Academic Tutoring Support** * **Parent Academy/Workshop**   **Our school will hold Annual Yearly Progress (AYP) and School Choice.** | | |
| **Activity/ Task** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| Title I Annual Meeting | Title I Coordinator, PEL, and Administration | September 2020 | Virtual or Traditional (Flyers), Website, Agenda, Sign in Sheets, Marquee, ConnectEd, |
| SAC Meeting | SAC Committee, Administration, PEL | September 2020-May 2020  2nd Tuesday of Each Month | Virtual or Traditional (Flyers), Website, Marquee, ConnectED, Sign in Sheets, Minutes |
| PTA Meeting | PTA Board and Committee, PEL | Meeting Once a Month, Activities at least Once a Month | Virtual or Traditional (Flyers), Website, Marquee, ConnectED, Sign in Sheets, Minutes |
| ESOL PLC | ESOL Coordinator, PEL | September 2020 December 2020  February 2020  May 2020 | Agenda, Flyers, Minutes, Sign in Sheets, and Marquee |
| ESE | ESE Coordinator, Administration, Teacher, and PEL | First Semester  2nd Semester | Virtual (Flyers)Website, Marquees, Sign in Sheet |
| PFEP Spring Survey to Review existing Plan | PEL, Administration, and Parents | April 2021 | Return Surveys, Sign in Sheet, |
| Revise Parent and Family Engagement Plan based on Data | PEL, Administration, and Parents | May 2021 | Virtual or Traditional (Flyers), Website, Marquee, ConnectEd, Sign in Sheets, Minutes |

**Flexible Parent Meetings**

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| **5. Does the plan include:**  How will the school offer a flexible number of meetings, such as meeting in the morning or evening?  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]? | The staff at Orlo Vista Elementary believe parent involvement and child education is crucial. When parents get involved in their children education, are more likely to do better in school and the flexibility is the key to success A variety of day and evening Parent and Family Engagement opportunities will be provided throughout the school year.  Workshops, Family night activities, SAC and PTA meeting are scheduled in the morning and evenings, Parents have a wide variety of time for conferences and meetings. Offer flexible Report Card conferences schedules because some parents have more than one student in the school. In these cases, teachers will provide parents with morning and evening schedules and arrange for a translator so they can effectively communicate. The conferences will be conducted twice per year. At the end of the 1st and 2nd quarter grading period from 2;30pm-7:00pm.  Home visits are conducted throughout the year by the Dean, School Counselor, Social Worker, and Administration when appropriate. |

**Building Capacity**

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| **6. Does the plan include:**  How the school will implement activities that will build the capacity for meaningful parent/family involvement?  How will the school implement activities that will build relationships with the community to improve student achievement?  How the school will provide material and training to assist parents/families to work with their child(ren)?  How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]? | Orlo Vista Elementary will incorporate strategies to get the community support, Parents, and Students will be invited to come in and participate in varies school activities together. It will provide opportunity for relationship and friendship to developed and increase learning opportunities for students. | | | |
| **Activity/ Task** | **Person Responsible** | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| **Science Family Night, Science Workshop, OSC, Science Brain Bowl** | **5Th Grade Teachers, PEL** | **Teachers will provide parents and understanding of the SSS as they pertain to science and the**  **need for mastering each grade level.** | **February 2021** | **Virtual Training Online, Flyers, Marquee, Website, Connect Ed, Sign in Sheets, Handouts** |
| **Literacy Family Night, Workshop,**  **Vocabulary Brain Bowl, Battle of the Books** | **Reading Coach, K-5 Teachers, Media Specialist** | **Reading Coach/Teachers will provide information about the components of reading so parents can move beyond the reading with/to students to developing vocabulary and comprehension through the use of strategies** | **October 2020** | **Virtual Training Online, Flyers, Handouts, Marquee, Website, Connect Ed, Sign in Sheets,** |
| **ESOL workshops for K-5th** | **CCT Contact, Multilingual Parent Leadership Council** | **Parents will be provided with several opportunities to participate in trainings and workshops.** | **September 2020-May 2021** | **Virtual Training Online, Flyers, Newsletter, Marquee, Website, Handouts, ConnectED, Sign in Sheets,** |
| **Math Family Night Activity Stations** | **Math Coach, K-5 Teachers** | **Math Coach/Teachers will notify the parents of various upcoming activities/events and provide information related to the math curriculum. Parents and students will also be provided with strategies to help with homework.** | **November 2020** | **Virtual Training Online, Flyers, Handouts, Marquee, Website,**  **ConnectED, Sign in sheets** |
| **FSA Informational Session** | **Reading/Math/Science Coach, CCT, ESE, ELA, Coordinator, Teachers,** | **Parents are given several techniques, strategies, and resources to help students increase their test scores.** | **January 2021-May 2021** | **Virtual Training Online, Flyers, Resource Material, Marquee, ConnectEd, Sign in Sheets, Website** |
| **Writing, Parents are invited for Author/Workshop** | **Writing/Reading Coach, K-5 Teachers** | **The Coaches and K-5 Teachers will provide information and techniques to assist parents as they help their child at home to develop the fundamental writing skills** | **January 2021** | **Virtual Training Online, Flyers, Marquee, ConnectEd, Sign in Sheets, Website** |
| **Coffee Chat (Parents Ideas and Concerns)** | **Principal, Assistant Principal, PEL** | **Parents are provided with specific grade information and strategies they can use to help their child at home. Parents can also express their school concerns.** | **September 2020-May 2021** | **Virtual Meeting Online, Flyers, Resource Material, ConnectEd, Website, Sign in Sheets, Marquee** |
| **Cultural Events:**  **Hispanic Heritage Month**  **Black History Month** | **PEL, Music Teacher, Arti Teacher** | **Music and Art department will provide exposure to other cultures around the world. Music and Art participation inside and outside of school is associated with measures of academic achievement.** | **October 2020**  **February 2021** | **Virtual, Flyers, ConnectEd, Marquee, Sign in Sheets, Website** |
| **Parent Leadership Council** | **CCT/PEL** | **ELL Parents will be provided with several resources and strategies to help with academic and social needs throughout the year.** | **August 2020-May 2021** | **Virtual, Flyers, Sign in Sheets, Website, ConnectEd, Marquee** |
| **School Wide Event: Winter Holiday Musical, Art Festival, Spring Concert** | **Music/Art Teacher** | **The Art and Music department will promote craftmanship, enhance communication, and create self-confidence. Enable learners to achieve a balanced growth with our culture,** | **December 2020-May 2021** | **Virtual, Marquee, Flyer, Program, ConnectEd, Sign in Sheets** |
| **Health and Wellness** | **Wellness Representatives:**  **Cafeteria Manager**  **PE Teacher**  **Clinic Assistant** | **Wellness Representative and committee will establish the importance of health education program in our school. Involving students and parents in food policy/practices in healthy eating habits and/or better life style choices.** | **February 2021** | **Virtual Training, Sign in Sheets, Flyers, Website, Marquee** |
| **School Wide Event: Individual/Report Card Conferences** | **PEL, Class Room Teachers** | **Teachers will conduct individual conferences to discuss each child assessment results, expectations, behavior, and goals for the school year.** | **October 2020 through May 2021** | **Flyers, Website, Marquee, Sign in Sheets, Telephone Conference** |

**Staff Development**

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| **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:  - 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]? | **School wide staff development activities will be provided to educate the teachers to support parents, families, and other staff members. Providing training and information to build the capacity between the school, teacher and parents.** | | | |
| **Activity/ Task** | **Person Responsible** | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| **Pre-Planning** | **Principal** | **Involve the parent is the key to student achievement.** | **August 2020-September 2020** | **Sign in Sheet** |
| **Parent and Family Engagement Plan Overview** | **Principal, Assistant Principal, PEL** | **Module 1-4 will be introduced reviewed, and discuss with staff to increase parent and family engagement. Building a partnership between teachers, parents, and community.** | **September 2020-May 2021** | **Sign in Sheet**  **Teacher Feedback**  **(Exit Slip)** |
| **Cultural Diversities** | **CCT** | **Improve the ability for staff to work with parents of different cultural backgrounds** | **October 2020-May2021** | **Sign in Sheets**  **Exit Slip** |
| **Canvas Training** | **Tech Coordinator** | **Teacher will be able to access students educational process through the Digital Learning Program.** | **August 2020-May 2021** | **Sign in Sheets** |
| **PLC** | **Reading/math Coach** | **Improve communication with grade levels to target student needs.** | **August 2020-June 2021** | **Sign in Sheets** |

**Other Activities**

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| **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 Resource Center (Media Center) provide family with information and training on developing home conditions or environments that support learning. The room is going to be available one day a week or as needed by the parent. In addition, the front office was reorganized to allow better access to computers. So, they can easily become school volunteers. Parents who are unable to come to the school can communicate via telephone or support the compact by making sure their children read daily and complete homework. The Assistant Principal will post a school-related website throughout the year that will provide information related to the curriculum, events, and staff members. Every year parents are encouraged to attend the Parent Academy throughout the year.** | | |
| **Activity/ Task** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| **Addition Volunteer** | **Additions Volunteer Coordinator** | **August 2020-May 2021** | **Sign in Sheets**  **Exit slip** |
| **Mentoring Program** | Mentoring Coordinator | September 2020-May 2021 | Sign in Sheets |
| **School Carnival** | PTA | May 2021 | Flyer. Sign in Sheets |
| Love Pantry | Love Pantry Coordinator | October 2020- May 2021 | Sign in sheets |
| Parent Academy | PEL | September 2020- May 2021 | Sign in Sheets |

**Communication**

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| **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 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]? | At the beginning of the year during the Title I (Remote) meeting, the first month of school, parents will be provided information about the Title I program, curriculum, assessments. Parents will receive a copy of the School Improvement Plan, Code of Conduct to review and upcoming events. Upon conclusion of the meeting the parents will be invited to meet the staff. In addition, information will be provided in the beginning of the year package. Also, parents will receive information in their language details of the school events. Other information provided at SAC/PTA and on our website. Translation will be available for our Spanish and Creole parents throughout the year. |
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**Accessibility**

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| **10. Does the plan include:**  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 an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand? | Our front office is staffed with bilingual and creole individuals to ensure that all our parents feel welcomed and understood. All written correspondents go home in the child’s native language of their choice. Translation is available for our parents at all upcoming events. Accommodations is provided to parents with disabilities by providing a designated area that is wheel chair accessible.  At the annual meeting, Parent Family Engagement Plan will be available in English, Haitian Creole and Spanish. It will be summarized into a brochure that will be printed in English, Haitian Creole, and Spanish by mid-year. The complete Parent and Family Engagement Plan will be posted on the Orlo Vista Elementary Website. |

**Discretionary Activities**

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| **11. Does the plan include:**  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.) |  | | | |
| **Activity/ Task** | **Person Responsible** | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, Parent engagement activities | Parent and Engagement Liaison | Provide parents with resources that will help students be more successful at school. | August 2020- May 2021 | Sign in sheets |
| Maximizing Parental involvement and participation and their child’s education by arranging school meetings at a variety of times, or conducting phone conferences between teachers and other educators, who works directly with participating students, with parents who are unable to attend those conferences at school. | Title I, CCT, Staffing Specialist | The goal is school/home partnership to help all students to achieve. | October 2020-May 2021 | Telephone Log, Sign in Sheets, Return confirmation for conference |

**Barriers**

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| **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]? | Orlo Vista Elementary School barriers that hindered participation by parents are:   * Transportation * Limited After-School Program * Language | |
| **Barriers (Including the Specific Subgroup)** | | **Steps the School will Take to Overcome** |
| Transportation: African American, Caucasian, ELL, ESE, Hispanic, Multiracial, MVP | | Encourage Parents to plan ahead to participate in a car pool or arranged for a ride a head of time, recommend support from Social Worker |
| Limited After School Program: African American, Caucasian, ELL, ESE, Hispanic, Multicultural, MVP | | Seek Scholarship and Offer affordable After School Program prices |
| Language Barrier: Hispanic, ELL, ESE | | Provide reliable translators and display language signs throughout the school |
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**School-Parent Compact**

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| **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 school staff, and students will share the responsibility for improved student academic achievement? | **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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**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

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This policy/plan was adopted by the school on and will be in effect for the period of.

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The School will distribute this policy to all parents of participating Title I, Part A children on or before.

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| **Signature of Authorized Personnel** |  |
| **Date** |  |

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:

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