Title I Parent and Family Engagement Plan Summary

Dear families,
Following is a summary of the Parent and Family Engagement Plan for our school and district.
Thank you!

Brentwood Elementary Parent and Family Engagement Plan will: *Every Student Succeeds Act 1116 (b-c)*

- Involvement of Parents and Community includes School Advisory Council (SAC) meetings, volunteer program, and a shared home school connection
- Coordinate and integrate parent and family engagement strategies with other Federal, State, and local programs
- Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved
- Flexible parent meetings will be offered both during the day and evenings and at varying times to accommodate schedules
- Provide materials and training to help parents support their child's learning at home. These activities include open house, conferences, family events, and meetings where assessment data, activities, and standards are shared and discussed
- Communication will be provided a variety of ways including flyers, school website, newsletters, marquee, phone calls, conferences, etc.
- Information will be provided in a format and language parents can understand

Escambia County School District Parent and Family Engagement Plan will: *Every Student Succeeds Act 1116 (a) (2)*

- Involve parents and family members from our Title I schools in developing the District Parent and Family Engagement Plan
- Provide the support necessary to assist and build the capacity of all participating Title I schools within the district in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance
- Coordinate and integrate parent and family engagement strategies with other Federal, State, and local programs
- Conduct an annual evaluation of the content and effectiveness of the parent and family engagement policy, ensuring information and activities are offered for parents and family members on how to work with their children to improve their achievement, and engaging with school personnel and teachers to identify strategies that support successful family partnerships
- Provide professional development to staff on best practices in parent involvement
- Work with schools to provide full opportunities for participation in parent and family activities for all parents (including parents with limited English proficiency, disabilities, migratory children, etc.)

If you would like to receive a full copy of the school and district Parent and Family Engagement Plan, please see the different options below.

- Contact our school office to request a copy of either plan.
- Visit our district website: http://ecsd-fl.schoolloop.com/pf4/cms2/view_page?d=x&group_id=1516954970158&vdid=ri3c51b1rmtxtgqc

If you would like to submit additional comments on the schoolwide program plan, please call the school at (850) 595-6800.

Brentwood Elem. Title I, Part A Parental and Family Engagement Plan

Involvement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely manner, in the planning, reviewing, and improvement of Title I programs including involvement in the decision-making of how funds for Title I will be used. (ESEA SEctions 1116)

Focus Area	Evidence	X	Tentative dates/timelines
Parent and family engagement in the planning, reviewing, and improvement of Title I programs (including the decision-making process of how funds are used).	Title I Annual Parent Meeting	x	10/17/2019
	School Advisory Council Meeting (SAC)	x	4/30/18 and quarterly
	Other (specify)		

Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home {ESEA Section 1116}.

Program	Coordination	X
Head Start	LEA cofunds Head Start for 185 children. These services are provided in schools with our highest poverty. Family events provide guidance and modeling of emergent literacy development activities.	
Voluntary Pre-Kindergarten	Title I Part A co-funds VPK services, by extending full day services in schools with our highest poverty. Family events provide guidance and modeling of emergent literacy development activities.	
Title I, Part C	Migrant families participate in an LEA Advisory Council for English Language Learners. Translators are available for teacher conferences as well as to assist with translation of documents to be provided for families. Family events provide guidance and modeling of emergent literacy development activities.	

Title I, Part D	Resources are provided for parents whose children are enrolled in Neglected & Delinquent programs.	x
ESOL-Title III	Provides supplemental resources for English Language Learners (ELL) such as services and paraprofessionals.	
Title IV, Part A	Provides students with a well-rounded education, supports safe and healthy students, and supports the effective use of technology. Schools benefit through Capturing Kids' Hearts training and the services of the secondary schools guidance TSA.	
Carl Perkins Career and Technical Education Act	Provides funds to increase the quality of career and technical education.	
Title IX, Part A	Provides hygiene items, school supplies, and tutors at area homeless shelters to support families. Assistance for housing, food, and other emergency support are available for families referred under Title IV. Counseling services and shelter based tutoring/parent training is available.	x
IDEA	Provides students with disabilities a Free Appropriate Public Education (FAPE) that is tailored to their individual needs including an Individualized Education Plan (IEP), placement in the Least Restrictive Environment (LRE), appropriate evaluation, parent and teacher participation, and procedural safeguards.	x

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequate Yearly Progress, school choice, and the rights of parents are covered at the annual meeting.

Activity/Tasks	Evidence of Effectiveness	X
Develop meeting materials	Announcement	
	Agenda	x
	Sign in sheet	x
	Handouts	x
	Customized Title I powerpoint	
	Other (specify)	
Advertise/publicize event	School Messenger	x
	School Calendar	x
	School Newsletter	x
	School Marquee	x
	Social Media	
	Flyer	
	Website	
	Other (specify)	
Title I Parent Meeting/ Documentation	Sign In Sheet	x
	Agenda	x
	Powerpoint	
	Minutes and Worksheet	x
	Photos	
	School Family Compact	x
	Evidence of Social Media	
	Survey (for parent input)	
	PFEP Template	
	Other (specify)	

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening. How will the school provide with Title I funds, transportation, child care, or home visits, as such services related to parental engagement {ESEA Section 1116}.

Flexible Meetings	Description of Meetings/Activity	X
Morning meetings	Meetings will be offered before school	x
Afternoon meetings	Meetings will be offered during/after school	x
Evening meetings	Meetings will be offered before, during and after school	x
Transportation	Title I funds budgeted for transportation	
Child care	Title I funds budgeted for child care	
Home Visits	Title I funds budgeted for home visits	
Other		

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children {ESEA Section 1116}.

FSA Parent Night 1/29/19 Offered for parents of students in grades 3-5 to discuss the importance of Students' reading and how to support reading at home. Students received free books at the end of the evening.

Building Capacity of Parents

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, and building relationships with the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents assist parents/families to work with their child. Include information on how the school will provide other reasonable support for parent/family engagement activities under {ESEA Section 1116}.

#	Topic - Title of Activity	Person Responsible	Materials/Training Provided to Parents/Families	Tentative Date/Time *(is it flexible?)*	Documentation Evidence (announcement, agenda, sign in sheet, evaluation, etc.)
1	Parent Conferences	teachers	Current student data	varies throughout the year	sign in sheets teacher notes
2	PATS Parent Night	D. Neal	PATS Information on their program/lessons learned	12/11/18	sign in sheets
3	FSA Parent Night	J. Sewell	Reading research, information about FSA Reading	1/29/19	sign in sheet, agenda
4	Dr. Seuss Family Night	J Sewell	Reading activities	3/5/19	sign in sheet, activity map, parent evaluation
5	K-3 Gifted Science Fair	PATS teachers	Students experiments	5/9/19	sign in sheet

Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff leaders and other staff with the assistance of parents/families and the school. How to value and utilize the contributions of parent/families. How to reach out to, communicate with and work with parents/families as equal partners. How to implement and coordinate parent/family programs, and build ties between parents/families and the school. {ESEA Section 1116}.

Focus Areas for Staff Development

A	Value and utility of contributions of parents and families.
B	How to reach out to, communicate with and work with parents/families as equal partners.
C	Implementing and coordinating parent/family programs.
D	Building ties between parents/families and the school.

#	Topic - Title of Activity	Person Responsible	Anticipated Parent Engagement Focus Area *(list the focus area/s)*	Tentative Date	Documentation Evidence (agenda, sign in sheet, etc.)
1	Rti meetings	Mrs. Prout/O'Neal	A, B	varies throughout the year	sign in sheets, meeting notes

Communication

Describe how the school will provide parents of participating children the following:

- Timely information about the Title I programs;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the achievement levels students are expected to obtain;
- 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 children and
- If the school wide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency {ESEA Section 1116}.

Communication Focus Areas	Type of Activity	X	Evidence of activity
How does the school communicate timely information about the Title I program?	Title I Annual Parent Meeting	x	sign in sheet, call out,marque, agenda, minutes
	SAC	x	sign in sheet, call out, agenda, minutes
	Electronic Communication		
	Mail Out to Parents		
	Family Nights	x	flyer, sign in sheets
	School Website	x	website
	School Messenger	x	call out documentation, announcement
	Flyers	x	flyer
	Other		
How does the school communicate timely information about curriculum, assessment, and achievement?	Title I Annual Parent Meeting	x	announcement, minutes, agenda
	Family Nights	x	sign in sheets, flyer, maps
	Newsletters	x	newsletters
	Open House	x	marque, agenda, sign in sheets
	SAC	x	call out, sign in sheets
	Website	x	website
	FOCUS	x	
	RTI Parent Meetings	x	invitation, meeting notes
	Conferences	x	sign in sheets, teacher notes
	Other		
How does the school offer opportunities for regular meetings for parents to participate in making decisions and give feedback?	SAC Meetings	x	agendas, minutes
	PTA Meetings		
	Conferences	x	sign in sheets
	Other		

Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents. Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable, uniform format and in a language that parents/families can understand.

Describe the opportunities that families have to fully participate in their child's education.	Conferences, Rti/MTSS meetings, Class DOJO, daily/weekly citizenship reports, FOCUS, all school activities at school throughout the year
Describe how the school will share information to families in an understandable, uniform format, and in different languages as needed.	Cub News (every other month), fliers, call outs, teacher newsletters, Facebook, School Webpage

Barriers

Describe the barriers that hinder 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 disabled, have limited English proficiency, and parents/families of migratory children) {ESEA Section 1116}.

Barrier(s): Including the Specific Subgroup	X	Plan of Action (Steps to overcome)
Language	x	Bilingual staff to assist/letters sent home
Disabilities		
Transportation		
Child Care	x	Have meetings at night
Schedule	x	Have meetings at night
Homelessness		
Communication		
No WiFi Availability		
Other		

Assurances about the Parent and Family Engagement Plan

I, Jennifer Sewell , 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 district, state and federal staff for a minimum of five (5) years. 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in ESEA Section 8101;
- 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 1116 (a)(3)(b);
- Plan was jointly developed/revised with parents and distributed to our families and the local community {Section 1116 (b)(1);
- Engage parents and families, 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 parent and family engagement policy and the joint development of the school wide program plan under Section 1116 (c)(3);
- Use the findings of the Parent and Family Engagement Plan review to design strategies for more effective parent and family engagement, and to review, if necessary, the school's Parent and Family Engagement Plan {Section 1116 (a)(E);
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment {Section 1112 (e)(1)(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 does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned {Section 1112 (e)(1)(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 1112 (e)(1)(A).

Signature of Principal or Designee	Date Signed (2019-2020)
Jennifer Sewell	9/27/19

(typed signature denotes approval of PFEP)