

Pine Meadow Elementary 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	September 17, 2020
	School Advisory Council Meeting (SAC)	X	August 27, 2020
	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 a 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.	X

Title I, Part D	Resources are provided for parents whose children are enrolled in Neglected & Delinquent programs.	
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.	X
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, schools 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.	
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	X
	Agenda	X
	Sign in sheet	X
	Handouts	X
	Customized Title I powerpoint	X
	Other (specify)	
Advertise/publicize event	School Messenger	X
	School Calendar	X
	School Newsletter	X
	School Marquee	X
	Social Media	X
	Flyer	X
	Website	X
	Other (specify)	
Title I Parent Meeting/ Documentation	Sign In Sheet	X
	Agenda	X
	Powerpoint	X
	Minutes and Worksheet	X
	Photos	
	School Family Compact	X
	Evidence of Social Media	X
	Survey (for parent input)	X
	PFEP Template	X
	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	Use of technology to video and upload to website for parents unable to attend meeting and workshops.	X

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}.

Pine Meadow also has parent resources available for parents on our campus. The Title I Program provides support to parents to help in fully participating in the education of their child. Parent Surveys will be conducted to gather input into academic concerns and in planning for student needs. Family Nights will provide training in a supportive environment that includes strategies for increased academic success and better understanding of the curriculum. Parent conferences will increase parent involvement in their child's education. Conferences will be conducted with all students.

Parents can check material out to take home and use with their students. Computers are available for parents to look on the web and staff is available to assist parents as well. We will monitor the effectiveness of this by the number of parents using these resources and through our climate survey. We will also have Open Library on Saturdays monthly this year. There will be staff available to discuss and teach parents topics such as their child's reading level, what types of books would be appropriate for their child as well as information on grade level comprehension and fluency skills.

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	Annual Title 1 Meeting		Review Title 1, Review Budget, Input into PFEP and Home School Compact	9/17/2020	Powerpoint, agenda, worksheets, sign in sheets, and meeting minutes
2	Parent Teacher Conferences	Teachers	Teachers give every parent packet of information and will discuss child's strengths and areas of concern and how to help at home.	Ongoing	Sign in sheets and climate survey
3	Parenting Tips and Information	Guidance	Various information given out to parents on topics such as ADHD, organization, bullying etc.	Ongoing	Climate survey
4	Progress Monitoring Meetings	Teachers and RtI Team	Students strengths and weaknesses discussed. Interventions and strategies for home and school discussed.	Ongoing	Climate survey
5	Assessment Training	Teachers and Guidance	Information is given to parents explaining assessments, their child's performance on each assessment and what that means.	Ongoing	Climate survey
6	Open House	Teachers and Administration	Each grade developed a powerpoint covering important items with academic and behavior expectations for their grade level. Presented during Open House and then uploaded to website for parents unable to attend.	9/17/2020	Announcement, agenda, powerpoint, sign in, and climate survey

7	K-5th Grade Orientation	Teachers and Administration	Teachers developed a powerpoint with academic and behavior expectations as well as virtual school tours for parents.	8/20/2020	Announcement, agenda, powerpoint, sign in, and climate survey
8	Fifth Grade Science Night	5th Grade Teachers and Administration	Teachers developed hands-on activities designed to enhance the Science knowledge of parents.	10/29/2020	Announcement, agenda, sign in, and climate survey
9	K-2 Thinking Map Night	K-2 Teachers and Administration	Teachers developed training for parents to enhance usage of Thinking Maps.	10/29/2020	Announcement, agenda, sign in, and climate survey
10	3rd-5th Grade Reading and Math Night	3-5 Teachers and Administration	Math/ELA strategies and resources for parents will be provided.	1/21/2021	Announcement, agenda, sign in, and climate survey
11	Picnic with Panther Parents		Math/ELA strategies and resources for parents will be provided.	3/8/2021-3/12/2021	Announcement, agenda, sign in, and climate survey

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	Faculty PD-Home-School Connection Topics Each Month	Administration	Value and utility of contributions from families/parents/ Increase Student Achievement	Ongoing	Teacher feedback, climate survey, sign in, and agenda

2	Communicating with Working Parents	Guidance	How to reach out, to communicate with parents/families as equal partners	Ongoing	Teacher feedback and climate survey
3	Building Ties Between Home and School	Link to Title 1 Site	Building ties between home and school	Ongoing	Climate survey
4	Cultural Sensitivity	Guidance	How to reach out, to communicate with parents/families as equal partners and Building ties between home and school	Ongoing	Climate survey
5	Suite 360 Parent Modules at PTA Meeting	Administration	Building ties between home and school	Ongoing	Sign in, PTA, Suite 360 use
	Emotional Poverty Book Study	A.Minton	How to reach out to, communicate with and work with parents/families as equal partners.	October, 2020-March 2021	Sign in, teacher survey

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	Flyer, newsletter, sign in, marquis, website, call out script, agenda, presentation, minutes
	SAC	X	Newsletter, calendar, sign in agenda, minutes

	Electronic Communication	X	Email
	Mail Out to Parents		
	Family Nights	X	Flyer, newsletter, sign in, marquis, website, call out script, agenda, presentation, minutes
	School Website	X	Newsletter, calendar, pictures
	School Messenger	X	Call outs
	Flyers	X	Upcoming events
	Other		
How does the school communicate timely information about curriculum, assessment, and achievement?	Virtual Title I Annual Parent Meeting	X	Agenda, presentation slides
	Family Nights	X	Survey needs, standards, flyers, agenda, presentation, sign in
	Newsletters	X	Curricular sections
	Virtual Open House	X	Classroom presentations
	SAC	X	Agenda, data review, minutes
	Website	X	SPAR, accountability reports
	FOCUS	X	Progress report, report cards, test history
	RTI Parent Meetings	X	Schedule, notes
	Conferences	X	Sign in, schedule, Title 1 budget/plan
	Other		
How does the school offer opportunities for regular meetings for parent to participate in making decisions and give feedback?	SAC Meetings	X	Advertise, agenda, sign in, minutes
	PTA Meetings	X	Advertise, agenda, sign in, minutes
	Conferences	X	Sign in, schedule
	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.	Orientation, Open House, Conferences, Curriculum Nights
Describe how the school will share information to families in an understandable, uniform format, and in different languages as needed.	Parent communication will be provided in English and Spanish or other languages per parent need. The communication is provided in

writing or if requested by interpreters. Needs will be determined by the Parent Home Language Survey. Parent meetings will be offered at different times to help accommodate parent need.

Discretionary Activities (Optional)

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	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1					
2					
3					

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		
Disabilities		
Transportation		
Child Care	X	Include activities that would be appropriate for siblings not yet school aged; provide child care for assessment trainings
Schedule	X	Schedule activities at various times and days including Saturdays to accommodate parents
Homelessness		
Communication		
No WiFi Availability		
Other		

Assurances about the Parent and Family Engagement Plan

I, **PRINCIPAL NAME**, 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

Elizabeth Greenberg

Date Signed (2020-2021)

8-6-2020

(typed signature denotes approval of PFEP)