

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!

Oakcrest 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) 595-6980.

Oakcrest Elementary School Title I, Part A

Parental and Family Engagement Plan

Involvement of Parents

Oakcrest Elementary believes that parent/family involvement is very important to student achievement. We will provide several opportunities for our parents to be involved in their child's education. Our school motto is "Every Student, Every Day, Whatever It Takes!" Oakcrest Elementary will involve parents in all Title I programs. The SAC will actively seek to involve parents in the development, implementation, and evaluation of school plans, including the SIP and PFEP.

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 19, 2019
	School Advisory Council Meeting (SAC)	X	September 18, 2019 October 30, 2019 January 22, 2020 April 1, 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 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.	X
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.	X

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, 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.	
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	
	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	
	Minutes and Worksheet	
	Photos	X
	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	Home visits provided by a district assigned visiting teacher	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}.

At Oakcrest Elementary we use student planners to communicate with parents on a daily basis. These planners contain information about grades, behavior, and homework. Parents receive daily notes from their students' teachers about their day. Teachers, parents and students utilize conferences to discuss proficiency levels that students are expected to meet and how all parties can be involved in meeting those goals. We have a parent communication board in our office where we list upcoming events and community information.

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	Open House	Administration & Teachers	Schedule of Family Activities	September 2019	Sign-in sheets
2	Title 1 Program: Annual Parent Meeting	Administration & Teachers	School & Family Compact Schedule of Family Nights Students Rights & Responsibilities Handbook Excerpt Attendance Flyer	September 2019	Sign-in sheets
3	K Homework Family Night	Administration & Teachers	Student Data Parent Resources for Homework Support	October 2019	Sign-in sheets
4	K Christmas Family Night	Administration & Teachers	Literacy Resources	December 2019	Sign-sheets
5	Read & Treat	Administration, Literacy Committee, & Teachers	Literacy Resources	October 2019	Sign-sheets
6	1st Grade Family Night	Administration & Teachers	Literacy Resources/Math Resources	February 2020	Sign-in sheets
7	2nd Grade Family Night	Administration & Teachers	Literacy Resources/Math Resources	November 2019	Sign-in sheets
8	3rd Grade Family Night	Administration & Teachers	Literacy Resources/Math Resources	January 2020	Sign-in sheets
9	ELA Night 4th & 5th Grade	Administration & Teachers	Literacy Resources	March 2020	Sign-in sheets
10	Math Night 4th & 5th Grade	Administration & Teachers	Math Resources	March 2020	Sign-in sheets
11	Science Night	Administration & Teachers	Science Resources	April 2020	Sign-in sheets
12	ESOL Open House	Administration & ESOL Teachers	ESOL Resources	September 2019	Sign-in sheets

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	Capturing Kids Hearts through Positive Behavior Presentation	PBS Team	A, B & D	August 2019	Sign-In Sheets
2	Thinking Maps - Literacy Family Night	Mrs. Slater	A, C & D	October 2019	Climate Surveys
3	Kagan Training	Mrs. Sheppard	A, B, C & D	October 2019	Agenda & Sign-in Sheets
4	Help For Billy (Book Study)	Ms. Martin	A, B, C & D	Start October 2019	Climate Survey
5	iReady Training (Parent Conferences)	Mrs. Sheppard	A, C & D	1st and 2nd Semester	Sign-in Sheets

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 Sheets
	SAC	X	Sign-in Sheets
	Electronic Communication		
	Mail Out to Parents		
	Family Nights	X	Sign-in Sheets
	School Website	X	See Website
	School Messenger	X	See Messenger Log
	Flyers	X	See Flyer
	Other		
How does the school communicate timely information about curriculum, assessment, and achievement?	Title I Annual Parent Meeting	X	Sign-in Sheets
	Family Nights	X	Sign-in Sheets
	Newsletters	X	See Newsletter
	Open House		
	SAC	X	See Minutes
	Website	X	See Webpage
	FOCUS	X	Gradebook
	RTI Parent Meetings	X	See Focus
	Conferences	X	See Teacher Log
	Other		
How does the school offer opportunities for regular meetings for parents to participate in making decisions and give feedback?	SAC Meetings	X	See Agenda & Minutes
	PTA Meetings		
	Conferences	X	See Teacher Logs
	Other - Family Nights	X	Sign-In Sheets

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.	Volunteering, Mentoring, Parent Conferences
Describe how the school will share information to families in an understandable, uniform format, and in different languages as needed.	Oakcrest Elementary is an ESOL designated center. We have an interpreter on staff who will assist in school-wide parent meetings translating school forms/teacher notes into the parent's native language. Home language surveys will be sent home with all students the first day of school. We will also ensure that parents with disabilities have access to all meetings/conferences. Teachers will relay any additional needed resources to our Positive Behavior Coach/Liaison.

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	Sending home parent newsletters in native language
Disabilities		
Transportation	X	Make public bus tickets available to parents
Child Care		
Schedule	X	Vary meeting times; separate open house time for ESOL
Homelessness	X	Food pantry, utilization of local and district homeless coordinators
Communication	X	Continual updating of parent contact information
No WiFi Availability	X	Allow students and parents to utilize computers during school as well as after school hours; sent home flyers for reduction of cost for WiFi
Other		

Assurances about the Parent and Family Engagement Plan

I, Linda Bonifay, 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

Linda Bonifay

Date Signed (2019-2020)

September 26, 2019

(typed signature denotes approval of PFEP)