

Camelot Academy of Escambia County Title I, Part A Parental and Family Engagement Plan

Involvement of Parents

Parent involvement and suggestions from parents are part of what makes education successful. Parents will be invited to participate and attend any and all meetings and engagement activities. Parents will have access to see the Title One budget and how we have spent this year's dollars by enhancing and supplementing classroom instructional materials. Parents will be a part of our SAC.

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 2020
	School Advisory Council Meeting (SAC)	X	Monthly
	Other (specify)		

Coordination and Integration with Other Federal Programs

Camelot Academy will include our partner agencies for all of our family engagement nights. We will also present material to parents for helping their students with reading or math. We will review testing and present copies of retired FSA's for parents to see what the test looks like and understand the expectations for students on testing days. We will provide parents with information to encourage parents to make sure students have a good night's sleep and to ensure they have a good breakfast during testing time.

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.	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, 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.	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

We will hold an annual parent meeting to discuss our new role as a title one school and include resources necessary for parents to understand what that means. We will use our partnership with the district title one office and the resources they have made available to ensure we have provided all of the necessary information to parents.

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	
	Social Media	X
	Flyer	X
	Website	
	Other (specify)	
Title I Parent Meeting/ Documentation	Sign In Sheet	x
	Agenda	x

	Powerpoint	
	Minutes and Worksheet	x
	Photos	x
	School Family Compact	x
	Evidence of Social Media	x
	Survey (for parent input)	x
	PFEP Template	x
	Other (specify)	

Flexible Parent Meetings

Parent meetings will be flexible. Feedback from parents will be taken into consideration when scheduling the time for meetings. Parents with transportation or childcare issues will be accommodated to the best of our ability by providing different options for parents including offering remote access to meetings and allowing for childcare to be on site with fun activities scheduled for kids.

Flexible Meetings	Description of Meetings/Activity	X
Morning meetings	Meetings will be offered before school	
Afternoon meetings	Meetings will be offered during/after school	
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

Currently we have an MSW/LCSW intern registered with the state on staff who heads up our community involvement partnerships. She is a huge resource and advocate for parents and students. If a parent has a need that we currently don't have access to, she will find it. We also have a BSW who works alongside the MSW to assist with locating resources and partnerships for assisting our families.

Building Capacity of Parents

First and foremost all interaction with parents includes something positive, even when we have the need to reach out for a behavior infraction. The core of what we do, as a school, is to build relationships with students and parents. Making sure that parents know how important they are and that we need them involved is very important. The activities we provide for parent engagement will be centered around getting to know our parents better and helping them to understand what goes on at school as well as the testing that is required for their child to participate in. Resources such as print appropriate materials; printed in the home language will be provided to parents as well as a listing of online resources parents can use at home. We will also provide parents with a retired FSA test so they understand the type of rigorous material presented on the test. Parents are also provided with a staff listing that includes Administration cell phone numbers, email addresses for all staff including the child's teacher and the phone number to the school. Currently we have several partnerships within the community: Pace Center for Girls - Reach Program, Favor House, Currie House, Pensacola Young Professionals, CAT Team (Lakeview), Safe Place, Children's Home Society, Project Connect and we provide backpacks of food for students to take home on the weekends through Perdido Bay United Methodist Church and their Feeding the Gulf Grant. We also have community partners like Attorney Aaron Watson who frequently sponsors the elementary school supply drive. These agencies and partnerships are available on parent nights, family engagement nights and our open house to provide outreach and resources to our families.

#	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 Engagement	Leslie Travis Andrew Maxwell Christopher Wooten	Reading resources	November	Agenda and sign in sheet
2	Parent Engagement	Leslie Travis Andrew Maxwell Christopher Wooten	Math Resources/Understanding testing	January	Agenda and sign in sheet
3	Parent Engagement	Leslie Travis	Understanding FSA/Retired FSA test	March	Agenda and Sign in Sheet
4	Annual Title One Meeting	Leslie Travis	Title one information and budget/community resources also available	September	Agenda and sign in sheet
5					

Staff Development

Our school will utilize partners with the Parent Engagement staff through the Title One office with the school district by scheduling family conference or home visit training (schedule with Leigh Ann South). We will participate in and understand data for individual students before presenting the information to parents. Parents

will be an important part of the success of their child and as a school we will show parents our support and provide them with opportunities to be heard and contribute to their child's education.

Staff training will come in the following ways:

A -

- testimonials from staff (have one of your staff leaders to talk about their positive experiences)
- parent video from Flamboyant Foundation - <https://www.youtube.com/watch?v=vbyhao0FtaQ> and discuss after viewing
- video of school staff on impact of family engagement - <https://www.youtube.com/watch?v=MPjGie4zxi4&t=132s> and discuss after viewing

B -

- best ideas from staff (have one of your staff leaders to talk about their positive experiences)
- communication [tips](#) (share, discuss, and select one idea to try)
- video from Dr. Karen Mapp - <https://www.youtube.com/watch?v=6j-Hkl5vIS4> and discuss after viewing

C -

- school-based Family Engagement designee

D -

- best ideas from staff (have one of your staff leaders to talk about their positive experiences)
- welcome phone calls to families
- video of school staff sharing their experiences of partnering with families - <https://www.youtube.com/watch?reload=9&v=vNdwJTKuHDw> and discuss after viewing

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	Parent Night	Leslie Travis Andrew Maxwell Christopher Wooten	Review Q1 progress monitoring testing and upcoming calendar of testing.	week of November 9.	Agenda and Sign in Sheet
2	Parent Night	Leslie Travis Andrew Maxwell Christopher Wooten	Review Q2 progress monitoring testing and upcoming calendar of testing.	week of Jan 25, 2021	Agenda and Sign in Sheet
3	Parent Night	Leslie Travis Andrew Maxwell Christopher Wooten	Review Q3 progress monitoring testing and upcoming calendar of testing.	Week of April 5, 2021	Agenda and Sign in Sheet
4	Parent Night	Leslie Travis Andrew Maxwell Christopher Wooten	Prepare for FSA testing with tips and suggestions for making testing better for our students.	TBA depending on testing day	Agenda and Sign in Sheet
5					

Communication

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

- Timely information about the Title I programs; will be provided to parents in advance via school calendar and then mailed, emailed and school messenger used as reminders.
- 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; Our school aligns with the school district and state testing. We also test for SMI and SRI for Camelot purposes. Our 9 week testing for progress monitoring will align with the district and tests will be administered on the dates and times specified by the school district. Our curriculum also aligns with the school district as we have access to the online book platforms, pacing guides and subject area trainings.
- 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	Printed notice, email, and copy of recording on school messenger
	SAC	X	Meeting Agenda and mailout copy
	Electronic Communication	X	Copy of email and distribution list
	Mail Out to Parents	X	copy of labels and letter
	Family Nights	X	copy of agenda, materials used and notifications
	School Website		
	School Messenger	X	save the recording
	Flyers	X	keep a copy of the flyer
How does the school communicate timely information about curriculum, assessment, and achievement?	Other		
	Title I Annual Parent Meeting	X	Mail out, school messenger and TV access in the front parent waiting area.
	Family Nights	X	Flyer and messenger
	Newsletters	X	mailout and newsletter copy
	Open House	X	messenger, mail out and TV advertisement in front parent waiting area
	SAC	X	Calendar, school messenger and
	Website		
	FOCUS	X	Message in FOCUS
	RTI Parent Meetings	X	RTI parent notice
	Conferences	X	phone documentation

	Other		
How does the school offer opportunities for regular meetings for parent to participate in making decisions and give feedback?	SAC Meetings	X	Agenda and messenger
	PTA Meetings		
	Conferences	X	phone documentation
	Other	X	Parent Engagement Night

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.	We offer several different activities throughout the school year where parents are invited to volunteer and participate.
Describe how the school will share information to families in an understandable, uniform format, and in different languages as needed.	Currently we print posters and school related materials in both English and Spanish and will continue to do so. We have also added a bilingual Spanish speaking teacher to our staff and she will be actively involved with our SAC and included in all parent activities. Information will be shared with parents via email, school messenger, printed material mailed/sent home and in person when we have the ability.

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	Parent Night	Review Q1 Progress Monitoring testing with parents and provide strategies for parents to use at home.	Leslie Travis Andrew Maxwell Christopher Wooten	By reviewing data and helping parents understand the importance of testing and what their child's test scores look like parents will be able to understand what is necessary to assist with	Week 11 of the school year.

				helping their child be successful on testing day.	
2	Parent Night	Review Q2 Progress Monitoring testing with parents and provide strategies for parents to use at home.	Leslie Travis Andrew Maxwell Christopher Wooten	By reviewing data and helping parents understand the importance of testing and what their child's test scores look like parents will be able to understand what is necessary to assist with helping their child be successful on testing day.	Week 20 of the school year
3	Parent Night	Review Q2 Progress Monitoring testing with parents and provide strategies for parents to use at home.	Leslie Travis Andrew Maxwell Christopher Wooten	By reviewing data and helping parents understand the importance of testing and what their child's test scores look like parents will be able to understand what is necessary to assist with helping their child be successful on testing day.	Week 29 of the school year

Barriers

Last school year some of the barriers we faced were parents who didn't speak or understand English, transportation issues, and lack of child care. This year we plan to have our bilingual Spanish teacher available to assist parents with understanding. We will also make sure to provide handouts in both English and Spanish. Transportation was an issue for some parents last school year, therefore this school year we plan to offer remote participation for parents through Google Meets. Child Care was also an issue for some parents. This school year we are going to encourage parents to bring younger siblings (children) and offer Story Time, Learning Games and snacks for those children. We hope by providing some additional options and services that more parents will be able to be involved.

Barrier(s): Including the Specific Subgroup	X	Plan of Action (Steps to overcome)
Language	X	We plan to have our bilingual Spanish teacher available to assist with communication.
Disabilities		
Transportation	X	Offer remote services with Google Link for parents with transportation issues as well as offer assistance through City Bus Passes

Child Care	X	Children of all ages will be welcome and Story and Learning Games will be available for younger children.
Schedule		
Homelessness		
Communication		
No WiFi Availability		
Other		

Assurances about the Parent and Family Engagement Plan

I, **Leslie Travis**, 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

Leslie Travis

Date Signed (2020-2021)

August 14, 2020

(typed signature denotes approval of PFEP)