

South Elementary School Title I, Part A Parent and Family Engagement Plan 2020–2021

I, **Emily Streelman**, 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 state and federal staff. 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 projects, 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;
- ✓ Engage the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for family engagement are spent [Section 1116(b)(1) and (c)(3)];
- ✓ Jointly develop/revise with the family that has custodianship of the student the school parent and family engagement policy and distribute it to parents of participating children and make available the parent and family engagement plan to the local community [Section 1116(b)(1)];
- ✓ Engage parents and family, 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 [Section 1116(c)(3)];
- ✓ Use the findings of the parent and family engagement policy review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement policy [Section 1116(a)(2)(C)];
- ✓ 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 and family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- ✓ Provide each parent and family timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not certified within the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and
- ✓ Provide each parent and family 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)(i)(I) and Section 1112(c)(1)(A)(ii)].

Signature of Principal or Designee

Date Signed

Summary of 2019–2020 Family Engagement and Needs Assessment

This process will help your family engagement committee (which includes parents and other stakeholders) make data-driven decisions about plan implementation for the upcoming year.

Family Engagement Fiscal Overview		
Total Parent & Family Allocation for 2019–2020	Total Family Engagement Funds Expended during 2019–2020	Total Family Engagement Funds Remaining
\$1,468.00	\$1,468.00	\$0.00
If you have remaining funds, explain why they were not fully expended?	n/a	

Building Capacity Summary (2019–2020)		
Family Engagement Data Tracker and APTT Attendance Tracker		
Name of Training (add all activities from the 19–20 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this activity was successful? Include data and/or survey results)
Hispanic Heritage Month/Migrant Family Night Celebration	Rescheduled to May then canceled due to COVID-19	N/A
Trick and Treat	276	Informal parent feedback
Winter Carnival	275	Informal parent feedback
APTT Meetings	89	Informal parent feedback
Veteran's Day Celebration (letters to veterans)	38	Informal parent feedback
FSA Event	Canceled due to COVID-19	N/A
K–2nd Grade Event	Book BINGO: 78	Informal parent feedback
3rd–5th Grade Event	Canceled due to COVID-19	N/A
Egg Hunt Event	Canceled due to COVID-19	N/A
Talent Show	Canceled due to COVID-19	N/A
PreK and K Graduation	Canceled due to COVID-19	N/A
Only activities that were included in your school's 19–20 Parent and Family Engagement Plan have been listed. If an activity wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.		

Staff Family Engagement Training Summary (2019–2020)		
Name of Training (add all trainings from the 19–20 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this training session was successful? Include data and/or survey results)

PLC: setting expectations for communication with parents	45	Increase (33%) in overall parent attendance
Conscious Discipline	n/a	n/a
APTT	89	No new readiness rates due to COVID-19
Social-Emotional Learning	45	Decrease in ODRs
Quarterly Counselor's Cafe	n/a	n/a
Only training sessions that were included in your school's 19-20 Parent and Family Engagement Plan have been listed. If a training wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.		

Parent & Family Engagement Plan (PFEP)

South Elementary School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)]

The review and development of the PFEP is held at the end of the school year as an evaluation of your school's family engagement process. This is also an opportunity to connect with parents to start planning for the upcoming school year.

2	Explain the role of parents in the review and revision of the PFEP?	6-1-2020
3	When will your school distribute and explain the 2020-2021 PFEP to parents and family members?	We will share the plan at the beginning of the 2020-2021 school year.
4	Identify the various formats your school will use to distribute the 2020-2021 PFEP?	The PFEP will be available in paper and digital format. A meeting, either face to face or virtually, will be held to answer questions.

South Elementary School shall involve parents, 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 schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school

may use that process, if such process includes an adequate representation of parents of participating children. [Section 1116(c)(3)]

5	Describe how parents participate in developing the family engagement program and activities.	There will be a virtual meeting in late July/early August to review the draft and provide parents an opportunity to participate and provide feedback.
6	Explain the role of parents when developing the schoolwide program.	Parents will help us select activities, provide input, and give us feedback on topics in which they would like more information.

Annual Title I Meeting

South Elementary School shall convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved. [Section 1116(c)(1)]

7	When and where will the annual Title I Meeting take place?	<p>→ Face to Face: September 2020 in cafetorium at two different times to accommodate parents; the meeting will be recorded and shared with all stakeholders.</p> <p>→ Virtually: September 2020 via Zoom; the meeting will be recorded and shared with all stakeholders.</p>
8	How will parents be notified about the annual Title I meeting?	Weekly Memo, Class Dojo reminders, Facebook, Skylert calls, Skylert text messages, Skylert emails
9	Who is responsible for conducting the annual Title I meeting?	Emily Streelman and Jennifer McCluskey

Flexible Meetings

South Elementary School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. [Section 1116(c)(2)]

10	Describe the types of meetings your school will offer parents.	We will offer face to face meetings and virtual meetings.
11	Describe the flexible meeting schedule your school will offer parents.	We will record all virtual and face to face meetings so parents can participate at their convenience. Face to face meetings will be offered at different times throughout the day.

12	How will your school assist with transportation, childcare, or home visits when requested?	Childcare: Invite high school students to help monitor children. Hold meetings at the park so children can play. We will provide transportation and home visits whenever necessary. Go to neighborhoods with several students to a specific location to meet.
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Communication

South Elementary School shall provide parents of participating children—

- A. timely information about programs under this part;
- B. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
- C. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. [Section 1116(c)(4)]

13	Describe how your school will provide timely information to parents about Title I, Part A programs and activities throughout the school year?	Events will be planned and calendared ahead of time. Events will be promoted at least one week prior via Weekly Memos, Skylert calls/texts/emails, Facebook, Class Dojo, teacher newsletters, YouTube announcements
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14	List the tools and resources you will use to provide timely information to parents about Title I, Part A programs and activities throughout the school year.	Weekly Memos, Skylert calls/texts/emails, Facebook, Class Dojo, teacher newsletters, YouTube announcements
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15	Give a description and explanation of the curriculum used at your school.	<p>Florida Standards</p> <p>Core:</p> <p>Ready Math Ready Gen Pearson My World Social Studies/Science</p> <p>Supplemental:</p> <p>Acaletics iReady iReady LAFS and Toolbox Really Great Reading Accelerated Reader Footsteps 2 Brilliance NewsELA Unique Class Dojo: academic portfolio work Sanford Harmony Reflex Math Spelling City Literacy First</p>
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		Flocabulary
16	Give a description and explanation of the forms of assessment your school uses to measure student progress.	<p>District: iReady fall, winter, spring diagnostics-reading and math Performance Matters-reading/math/science STAR-reading District Writing Prompt</p> <p>State: FSA and FSAA-reading/writing, math, science FLKRS-reading</p> <p>School: My Data First (Literacy First)-reading PreK Readiness Assessment-reading and math</p>
17	Give a description and explanation of the achievement levels students are expected to obtain.	<ul style="list-style-type: none"> - Students are expected to meet or exceed a level 3 or higher on state assessments - Students must earn at least a 60% and successfully passing at least three out of four academic quarters each year in ELA, Math, Science, and Social Studies.
18	What decision-making opportunities are available for parents at your school?	SAC meetings are held monthly. Parents are invited to attend and provide feedback. Surveys will be given at the end of each meeting. Parents will also provide input on practices needed and how to best educate their child(ren.)
19	How will the school communicate opportunities for parents to participate in decision-making?	Weekly Memos, Skylert calls/texts/emails, Facebook, Class Dojo, teacher newsletters, YouTube announcements, face to face communication at arrival and dismissal

If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. [Section 1116(c)(5)]

20	Briefly describe how and when the schoolwide program plan is explained to parents. Also, how will your school address unsatisfied parents?	If parents have negative comments, give the comments to the principal who will present them to the district office.
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Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **South Elementary School** shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and

how to monitor a child's progress and work with educators to improve the achievement of their children. [Section 1116(e)(1)]

21	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	Back to School Kahoot	Kahoot, Class Dojo, Skyward, Google Classroom	Provide engaging game to review back to school procedures and academic resources available.
	Monthly Homework Help & Tips	Class Dojo, reading and math strategy videos made available digitally	Homework help and tips will be provided virtually once a month. Parents will also be provided with information to support their child(ren) in organization and time management skills.
	Virtual Resource and Management Assistance	Google Classroom, Class Dojo, Google Drive	Help and tips to increase parent involvement in the virtual atmosphere.
	FSA Event	5th grade students: Provide their 3rd grade FSA scores. Accommodation information, if applicable.	Meet with 3rd-5th grade parents then meet with 3rd grade parents. Provide information regarding the assessments, accommodations, promotion to the next grade level, and scores.
	Student-Led Conferences	Grade-level standards Progress monitoring	Meet quarterly in classrooms for students to facilitate conversations about their goals and progress with their parents. Teachers will provide information about the grade-level standards and expectations to the parents.

South Elementary School shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement. [Section 1116(e)(2)]

22	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	Common Sense Education	Access to the website videos and games	Provide the resources and training from this website virtually with students and parents.
	Trick and Trick Night (have parents ride through bus circle and not exit vehicle)	Candy treats for students, reading and math flashcards, math games	Provide "tricks" to each family to help their child at home in reading/math. Tricks are grade-level appropriate.
	Winter Carnival	Literacy skill bookmarks and conversation starters Test taking flashcards and games	Provide information to K-2 parents on the importance of literacy skills. Provide information to 3rd-5th grade parents on test taking skills.

Book BINGO (Virtual)	Literacy skill bookmarks and conversation starters Test taking flashcards and games	Provide information to K-2 parents on the importance of literacy skills. Provide information to 3rd-5th grade parents on test taking skills.
Scavenger Hunt/Escape Room (Virtual)	Literacy skill bookmarks and conversation starters for informational text. Math focus on numbers and operations.	Provide opportunities for students and families to interact with informational text. Assist students with grade-level math standards.
Family Recipe Night/Multicultural Night	Literacy skill bookmarks and conversation starters for informational text	Provide opportunities for students and families to interact with informational text. Use measurement and fraction standards while reviewing the recipes. Share culture and family history.

South Elementary School shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. [Section 1116(e)(3)]

23	Name of Activity	List activities (such as book studies, PLCs focusing on family engagement, on-site PD, training venues)	Describe the role of parents when developing training sessions
	Coffee with the Counselor	Family Engagement: Meet with Guidance Counselor to discuss strategies for improving discipline at home.	Share proactive strategies to help their children have structure at home.
	Donuts with Dad (virtual or face to face)	Family Engagement: Provide reading strategies to participants.	Share accomplishments about their child.
	Muffins with Mom (virtual or face to face)	Family Engagement: Provide reading strategies to participants.	Share accomplishments about their child.
	Grandparents' Day	Family Engagement: Provide reading strategies to participants.	Celebrate accomplishments about their grandchild.
	Veteran's Day	Family Engagement: Provide information about Veteran's Day to families.	Support the celebration and importance of Veteran's Day.

South Elementary School shall to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, including but not limited to, other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. [Section 1116(e)(4)]

24	Name of Program	List examples of coordination and integration with other programs (examples of coordination)
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Individuals with Disabilities Education Act (IDEA)	Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP
Title I, Part C	Migrant Advocates – Services include translation, home visits, referrals to outside agencies, ensuring parents attend all school based family engagement and academic progress meetings
Title IV, Part A	<ul style="list-style-type: none"> Science Olympiad tutor salaries/benefits, transportation materials and supplies Ripple Effects Professional Development for guidance counselors, new administrators and mental health counselors

South Elementary School shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. [Section 1116(e)(5)]

25	How will your school share information in a format and language that parents and families can understand?	South Elementary School will make the Parent and Family Engagement Plan (PFEP) available to parents in English and Spanish on the school's website. A hard copy of the PFEP will be located in the main office at the front desk and copied upon parent request. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in parent meetings. American Sign Language (ASL) translation services will also be made available upon parent request.
26	What languages are spoken by the families and students in your school?	English, Spanish

South Elementary School shall provide such other reasonable support for family engagement activities as parents may request. [Section 1116(e)(14)]

27	Name of the Family Engagement Program or Service	Describe the PFE programs or services provided by the school or frequently requested by parents and families (such as: high school equivalency programs, English classes, access to computers)
	Accelerated Reader	Provide assistance in tracking points, setting goals, and understanding the importance of AR.

Barriers

Identify barriers that hindered the participation and involvement of parents and family members during the 2019–2020 school year (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). Then, describe the steps that will be taken during the 2020–2021 school year.

28	Barrier	Steps to Overcome the Barrier
	Language	Have translators available at all meetings and events.
	Childcare	Have high school students volunteer to monitor children.
	Scheduling Conflicts	Offer meetings at different times, various locations, and provide recordings of meetings.
	Invite Community Organizations	Have organizations, like Martha's House or the Public Library to speak to families.

Title I Family Engagement Survey Results

Using your 2019–2020 Title I Family Engagement survey results, choose a minimum of two (2) questions to address during the upcoming school year. [19–20 SES FE Survey Results](#)

29	Topic	Question #	Actions, Activities, and Evidence of Effectiveness
	Parent Participation	16–Many parents noted that they need more time in their schedule.	SES will hold meetings at different times and also provide all meetings as digital recordings so parents can participate and respond.
	Meeting Child's Needs	10–Many parents noted that they were not asked advice on how the school can best teach their child.	SES will have a Google Form survey available for both parents and students to identify the way they learn best. Survey will be given in August.

Evidence of Parent & Family Input in the Development of the Plan

Upload Parent–School Compact to your [school FE Folder](#).

Upload Evidence of Parent Involvement in Development of Parent–School Compact to your [school FE Folder](#).

Upload Family Engagement meeting sign-in sheets, agendas, minutes, invitations to parents, etc. to your [school FE Folder](#).

★ **Note:** As a component of the school-level family engagement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

★ **NEW:** Compacts must be discussed and signed during parent-teacher conferences (**only**

applies to elementary).

- ★ **NEW:** Compacts must be signed by all parties **(applies to elementary, middle and high).**