

# ABC Elementary School

## Parent and Family Engagement Plan

### What is Parent and Family Engagement?

Parent and Family Engagement means the participation of parents and family members in ongoing consultation and meaningful communication involving student academic learning and other school activities, including ensuring that:

- (A) Parents and families play an integral role in assisting their child's learning.
- (B) Parents and families are encouraged to be actively involved in their child's education.
- (C) Parents and families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- (D) The carrying out of other activities, such as those described under ESSA Section 1116.

### About the Parent and Family Engagement Plan

This plan will describe our commitment to engage parents and families in the education of their children and to build the capacity to implement family engagement strategies and activities designed to achieve the school and student academic achievement goals.

**We value our families and believe that ALL children can learn!**



**Principal Name:** Dr. Dion L. Gary

**School Website:** [www.marionschools.net/bms](http://www.marionschools.net/bms)

**School Year:** 2020-2021



# BARRIERS

*This section is not required for new Title I Schools.*

Summarized data from stakeholder engagement surveys from events held during the 18-19 school year (not applicable to new Title I, Part A schools).
Based on the data from our title 1 parent survey, parents believe the best way for the school to communicate is via phone and email. Many parents responded to the positive culture and atmosphere of Belleview Middle. The concerns, based on the parent survey was regular school communication to parents.
Describe the barriers that hindered the participation and engagement of parents and family members during previous school years.
<ol style="list-style-type: none"> <li>1. Barrier 1- At Belleview Middle, some barriers that hindered participation by parents during the previous school year are traditional time constraints that normally occur such as, work schedules and parental responsibilities during the weekdays (homework, cooking, cleaning, etc.). At Belleview Middle, some of the barriers that we encounter are parents with multiple siblings at different schools. Parents may have a child in elementary, middle, and high school. Each situation may vary based on the age of the student. However, this is an added responsibility that has a significant impact on our parents, students, and families with their ability to participate. At Belleview Middle, some of the barriers that we encounter are parents with multiple siblings at different schools. Parents may have a child in elementary, middle, and high school. Each situation may vary based on the age of the student. However, this is an added responsibility that has a significant impact on our parents, students, and families with their ability to participate.</li> <li>2. Barrier 2 – At Belleview Middle, some of the barriers that we encounter are parents with multiple siblings at different schools. Parents may have a child in elementary, middle, and high school. Each situation may vary based on the age of the student. However, this is an added responsibility that has a significant impact on our parents, students, and families with their ability to participate.</li> <li>3. Barrier 3 – At Belleview Middle, we have many parents who reside outside of our attendance zone. Therefore, transportation, travel times, and distance have been an issue. Some parents live miles away from our school. In addition, the cost associated with traveling has hindered our ability to effectively engage parents, students, and families.</li> <li>4. Barrier 4 – At Belleview Middle, alternatives to meeting in live sessions are more convenient, such as, phone conferences and emails. However, this reduces our ability to truly engage parents in workshops, meetings, and informational seminars.</li> <li>5. Barrier 5 – At Belleview Middle, there are many low income families that have traditionally not engaged themselves into the school.</li> </ol>
(1) Prioritize the Top 3 barriers (it may be possible to combine some) and (2) describe the steps that will be taken during the upcoming school year to overcome the parent and family engagement barriers (required*include how the school will overcome barriers for students with family members who have limited English proficiency, parents and family members with disabilities, and parents and family members who are migrants).
<ol style="list-style-type: none"> <li>1. Barrier 1 – To reduce or eliminate some of the concerns in barrier 1, Belleview Middle will conduct the following strategies: A. to provide flexible meeting times and schedules to make it more convenient and suitable for parents to attend. B. provide a platform to parents to receive information that was discussed at the meetings for those who could not attend to keep them involved. C. Provide parents with childcare needs who would like to attend the meeting (childcare by request). Belleview Middle School will overcome parents with limited English proficiency by having a full time translator on campus. Belleview Middle will overcome parents with disabilities by providing multiple platforms for parent two-way</li> </ol>

- communicate of information. Belleview Middle School will meet the needs of parents and family members of migrant workers by providing a two-way platform for communication.
2. Barrier 2 – To reduce or eliminate some of the concerns in barrier 2, Belleview Middle will conduct the following strategies: A. to provide flexible meeting times and schedules to make it more convenient and suitable for parents to attend. B. provide a platform to parents to receive information that was discussed at the meetings for those who could not attend to keep them involved. C. Provide parents with childcare needs who would like to attend the meeting (childcare by request). Belleview Middle School will overcome parents with limited English proficiency by having a full time translator on campus. Belleview Middle will overcome parents with disabilities by providing multiple platforms (phone, post on web-site, one-on-one, emails) for parent two-way communicate of information. Belleview Middle School will meet the needs of parents and family members of migrant workers by providing a two-way platform (phone, emails, one-on-one) for communication.
  3. Barrier 3 – To reduce or eliminate some of the concerns in barrier 3, Belleview Middle will conduct the following strategies: A. to provide flexible meeting times and schedules to make it more convenient and suitable for parents to attend. B. provide a platform to parents to receive information that was discussed at the meetings for those who could not attend to keep them involved. C. Provide parents with childcare needs who would like to attend the meeting (childcare by request). Belleview Middle School will overcome parents with limited English proficiency by having a full time translator on campus. Belleview Middle will overcome parents with disabilities by providing multiple platforms for parent two-way communicate of information. Belleview Middle School will meet the needs of parents and family members of migrant workers by providing a two-way platform for communication.

What is your Parent and Family Engagement Plan goal for the 2020-2021 school year *(must be tied to student academic achievement and aligned with your school improvement plan)*?

If we provide meaningful two-way communication, concerning methods of student achievement and student success to parents, students, and families then, parents will have the tools and resources necessary to maximize student learning and support the school. This will be measured by QSMA data. In addition, school administration will play an important role in creating safe, accepting school environments and guiding the education of diverse family populations.

# COMMUNICATION AND ACCESSIBILITY

Describe how the school will provide full opportunities for all parents and families (keeping in mind the diverse makeup of 21<sup>st</sup> Century families) to participate in all parent and family engagement activities. This includes strategies for parents who have specific needs such as parents with special transportation needs, parents who work multiple jobs, court appointed parents, parents who are disabled, parents who speak English as a second language, migrant parents, parents with multiple children in multiple schools, guardians, and guardians with multiple students in a home, etc. How will barriers be removed to ensure parents/guardians/family units are a part of their child's education?

Family meetings will be scheduled in a flexible format (ex: different days and times) when necessary or requested, meetings will be duplicated at different times/days allowing for maximum family and community participation when necessary or requested. Family meeting information will also be available (upon request) to those families unable to participate during face-to-face meetings as well as phone and email follow up. Additional strategies will be applied as the need arises on a case-by-case need.

Spanish translators will be available for Spanish speaking parents upon formal request or informally through our bi-lingual staff members.

Our school facility is ADA accessible. If support is needed to accommodate a disability, appropriate arrangements will be made by the school.

Describe how the school will share information related to school and parent and family programs, meetings, school reports, and other activities in an understandable, uniform format and in languages that the parents and families can understand?

Prepared messages related to progress reports, upcoming school-family events will be created using clear, easy to understand language (removing academic or industry terms/acronyms whenever possible) and sent via Skylert to registered phone numbers, and email addresses of our families. Additional communications will be relayed through medias such as: Twitter, school-based website, school newsletters, fliers, and school marquee.

For those students whose home language is not English, documents will be translated using a free online translation service to the home language of the family.

(1) Describe how the school will timely communicate information about Title I, Part A programs and activities during the year. (2) Include the tools and resources that will be used for communication.

(1) We will post our Parent and Family Engagement plan on our school web site indicating the dates and times of each event. In addition, prior to any title 1 event we will send out a skylert message to all parents. Also, parents will be informed of title 1 events occurring during the current month in the school newsletter.

(2) The communication plan will include compacts, website, newsletters, school marquee and Skylert messaging. The communication plan will notify of upcoming events: purpose, time/date, audience, and activity.

How will the school describe and explain (1) the curriculum at the school (2) the forms of assessment used to measure student progress (3) the achievement levels students are expected to obtain?

(1) We will describe and explain curriculum, forms of assessments and achievement levels during our Annual Title I meetings, school based website, newsletters, family nights at McDonald's & Zaxby's, and during curriculum nights.

(2) Families will be notified about the forms of assessments through BMS student handbooks, Cambridge handbooks, teacher communications, ongoing school meetings (ex: curriculum nights, SAC), Annual Title I Meeting, and parent-teacher conferences.

(3) The achievement levels students are expected to obtain will be described and explained during the Annual Title I Meeting, and ongoing academic based family engagement events occurring throughout the year. If parents or guardians have further questions and/or are not available to attend, information will be sent home in monthly newsletters, which is also posted on the school website. Families may also contact the school for further information.

(1) What decision-making opportunities are available for parents at the school site? (2) How will the school communicate opportunities for parents to participate in decision-making?

(1) Families and community members have the opportunity to share feedback after each family and community engagement event, the annual survey for the school based Parent and Family Engagement Plan and School Improvement Plan, the Annual District Family and Community Survey and via quarterly SAC meetings.

(2) Communication of upcoming opportunities will include social media, school website, newsletters, school marquee, fliers and Skylert messaging.

How will the school submit parents' and families' comments to the district Title I office if there are parent concerns about the implementation of the Title I school-wide plan that is not satisfactory to them?

Comments from families and community members regarding the Parent and Family Engagement Plan and the School Improvement Plan (aka: Title I school-wide plan) are gained through the annual survey for the school based Parent and Family Engagement Plan and School Improvement Plan, the Annual District Family and Community Survey and via quarterly SAC meetings. The aforementioned surveys and SAC meeting minutes are made available to the district Title I office for review throughout the year.

How will the school publish and communicate THIS required Title I, Part A Parent and Family Engagement Plan to Parents and families (technology cannot be the only option).

Once Board approved, this plan will be published on the school website and the public access area of CIMS at <https://www.floridacims.org/districts/marion/schools/0651>. This plan (paper-based) will also be made available upon request through the school front office throughout the year.

# FLEXIBLE PARENT AND FAMILY MEETINGS

Schools receiving Title I, Part A funds are required to convene an Annual Title I Meeting. This meeting should be held at a convenient time for parents and be advertised as a stand-alone meeting. Parents of participating children in the school shall be invited and provided with adequate notice and encouraged to attend the Annual Meeting. This meeting will inform parents of their school's participation under ESSA Section 1116 and explain the requirements of the Title I, Part A grant and what is available to parents and the right of parents to be involved.

Describe the specific steps your school will take to conduct the Beginning of Year Annual Meeting (must be conducted by the last week of October) to inform parents and families of participating students about the schools Title I program and parent and family engagement activities.
<ol style="list-style-type: none"> <li>1. <u>Step 1</u> – Plan the meeting time, date, location.</li> <li>2. <u>Step 2</u> – Create flier, invitation (translate if necessary)</li> <li>3. <u>Step 3</u> – Send out the flier, update webpage, post on monthly newsletter</li> <li>4. <u>Step 4</u> – Update school marquee and website</li> <li>5. <u>Step 5</u> – Remind families via monthly newsletters and Skyalert</li> </ol>
Describe the nature of the Title I, Part A School wide program that will be shared with parents during the Annual Meeting.
All aspects of Title I are shared using the district Title I PowerPoint template which includes information such as: What is Title I, Parent and Family Engagement Plan, School-Parent Compact, Parents Rights, Assessments, Title I Funds, Title I Focus, open discussion and Q&A.
Describe how the Annual Meeting will cover (1) yearly progress of students broken down by subgroups, (2) school choice, and (3) the rights of parents when schools receive Title I, Part A funds.
<ol style="list-style-type: none"> <li>(1) District based PowerPoint that includes school data points, programs, intervention, and progress monitoring assessments.</li> <li>(2) District based PowerPoint that includes overview link to school choice located at District website.</li> <li>(3) District based PowerPoint that includes explanation of Parents Rights</li> </ol>
How will the school ensure parents without access to technology will receive notification of parent events, communication, information about parent events, school updates, and student progress updates?
Technology (phone, email, social media, school website, and parent portal) is only a component of our comprehensive communication plan that also includes newsletters, fliers, paper-based progress reports and school marquee.

Explain how the school involves parents and families in an organized, ongoing and timely manner in the planning, reviewing, and improvement of Title I programs including involvement in decision-making of how Title I, Part A School wide funds are used.

Family and community feedback is collected during quarterly SAC meetings, annual Parent and Family Engagement Plan and School Improvement Plan surveys.

How will the school provide, with Title I funds, transportation, childcare, or other services that relate to parent engagement to ensure barriers are removed so parents can participate in engagement events?

- Childcare – will be provided by volunteers

How was parent input gained from the majority of parents about the times that best met their need for parent involvement meetings and activities?

Via District Annual Parent Annual Survey (results: English and Spanish) and quarterly SAC meetings.

What documentation does the school have that parent needs for meeting times, transportation needs, and childcare for family engagement were assessed?

District Annual Parent Survey, site based family engagement event post surveys, and quarterly SAC meeting minutes.

**How flexible meetings will be offered to accommodate parents? Check all that apply.**

- AM Sessions based on documented parent feedback, by request
- PM Sessions based on documented parent feedback
- AM & PM Sessions (Same content to appeal to more parents) only as needed
- Other \_\_\_\_\_

# BUILDING CAPACITY

When a school receives Title I, Part A funds, it is responsible for building the capacity of parents to improve their child's academic achievement. This includes activities and strategies for parents to understand challenging State academic standards; State and local assessments; how to monitor their child's progress and work; literacy training; how to use technology; and other strategies of how parents can assist their child with the learning process. All funds expended under this section should align to this section and to achieving the goals in the Title I School wide plan by engaging parents and families. [ESSA Section 1116]

## BUILDING THE CAPACITY OF PARENTS AND FAMILY MEMBERS

Reflecting on the needs assessment process, what is an overview of how the school will implement activities that will build the capacity for meaningful parent and family engagement?
After reviewing surveys and family ideas/suggestions for activities they would like offered at the school, activities will be based on family needs to best support the school and at home learning environments.
How will the school implement activities that will build relationship with the community to improve student achievement?
<ul style="list-style-type: none"> <li>• Invite community members/business partner to participate in SAC and to share their knowledge and expertise in ways to promote learning through real world applications.</li> <li>• Invite family and community members to design and assist in planning upcoming engagement events.</li> </ul>
<b>If your school has a Site-Based Title I Parent Resource Room:</b> (1)How will the school implement the Site-Based Title I Parent Resource Room to support Parent and Family Engagement? (2) Explain how the Parent and Family Engagement Room is advertised to parents. (3) Explain how school staff (teachers and office staff) are trained on how to use the Site-Based Parent Resource Room with parents.
(1) (2) (3)
If there are additional ways resources are provided for parents through the use of Title I, Part A funds, how are they provided and what trainings are provided to adequately prepare parents to use the resources and materials at home with their children?
The BMS parent liaison will support our parents by keeping them updated with resources provided in our Parent Engagement Events missed by families. The liaison will recruit parents from the car lines and front office to help volunteer (SAC, PTO, parent engagement events, etc)

## PARENT AND FAMILY ENGAGEMENT EVENTS

If Parent and Family Engagement events are funded with Title I, Part A funds, they must be supplemental and cannot supplant activities that are funded with state and local funds. **Additionally, events should contribute to the achievement of goals outlined in the Title I School wide Plan.**

Name of Activity (if applicable, expected Title I Budget)	Person(s) Responsible	Measurable Anticipated Impact on Student Achievement (aligned with School Improvement Plan)	Month/Year Activity will take Place	Evidence of Effectiveness
<a href="#">Example</a> K-5 Family Reading Night  \$245	Literacy CAS	Increased foundational literacy skills.		Parent surveys & iReady diagnostic data
Title I Annual Meeting (required by the last week in	School Administration (Dr. Dion Gary)	To provide an explanation of Title I and begin the ongoing discussion site schoolwide participation and of its link to student achievement.	September 2020	Parent surveys
6 <sup>th</sup> grade and new student orientation	School Administration (Dr. Dion Gary)	To build student-teacher relationships that are a part of the research connecting school climate to student achievement.	August 2020	Parent Surveys
School Compact Development Meeting	School Administration (Dr. Dion Gary)	To provide an explanation of the Title I school compact and begin the ongoing discussion of parent engagement and the link to student achievement.	September 2020	Parent Surveys
Open House	School Administration (Dr. Dion Gary)	Ongoing research shows that family engagement in school improves student achievement, reduces absenteeism, and restores parents' confidence in their children's education. Students with involved parents or other caregivers earn higher grades, test scores, have better social skills, and behavior.	September 2020	Parent Surveys
Bring your Parent to Class Day	School Administration (Dr. Dion Gary)	Ongoing research shows that family engagement in school improves student achievement, reduces absenteeism, and restores parents' confidence in their children's education. Students with involved	October 2020	Parent Surveys

		parents or other caregivers earn higher grades, test scores, have better social skills, and behavior.		
NASA Night	21 Century Coordinator (Ms. Lori Root)	Providing students, parents and families with meaningful two-way communication involving STEM activities & space exploration.	September/October 2020	Parent Surveys
Curriculum Tours	Principal (Dr. Dion Gary)	Providing students, parents and families with meaningful two-way communication on the school's resources, course work, and curriculum.	Multiple Dates	Parent Surveys
McDonald's Family Nights & Zaxby's Family Nights	Principal (Dr. Dion Gary)	School administration and teachers going to into the community to break down walls and barriers to have meaningful two-way communication on the school's resources, course work, state standards and curriculum.	January 2021 March 2021	Parent Surveys
Curriculum Nights Fall/Spring	School Administration (Dr. Dion Gary)	Providing students, parents and families with meaningful two-way communication on the school's resources, course work, state standards and curriculum.	November 2020 February 2021	Parent Surveys
FSA Nights (ELA, Math, Science, Social Studies)	School Administration (Dr. Dion Gary)	Providing students, parents and families with meaningful two-way communication on the FSA school-based and state resources, test prep materials, test-taking tips, FSA info, state standards etc.	December 2020 March 2021	

Only list engagement events here. Schools may add or remove rows as needed.

## BUILDING THE CAPACITY OF TEACHERS AND STAFF MEMBERS

When a school receives Title I, Part A funds, it is responsible for educating teachers, specialized instructional support personnel, administrators, and other staff, with the assistance of parents/families, 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 relationships between parents and the school. To the extent possible, parents should be involved in the development of training for teachers and educators to improve the effectiveness of training. [ESSA Section 1116]

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders and other staff on...

...the assistance of parents and families and in the value of their contributions.

- **Effective parent/teacher conferences**
- **Effective forms/strategies for two-way communication**

...how to reach out to, communicate with, and work with parents and families as equal partners.

- **Monthly parent newsletters to share information with families about student academic achievement**
- **Provide training for teachers to effectively communicate school related information such as course grades, IEP and 504 information and available district and school family resources**

...implementing and coordinating parent and family programs and building ties between parents and families and the school.

- **How to effectively communicate with stakeholders (families, community members, business partner)**

(1) When will the school engage staff in parent and family engagement professional development? (2) What documentation will be collected demonstrating staff development focused on parent engagement?

- (1) Throughout the year during times such as: early release days, planning time, and/or during coaching  
 (2) Formal PD: sign in sheets, agenda, handouts, surveys. Informal PD: coaching/meeting notes

# COLLABORATION OF FUNDS

Choose all that apply	Grant Project, Funding Source, or Program	Explain how the school coordinates and integrates school level Parent and Family Engagement funds, programs, and activities with other Funds and Programs. [ESSA Section 116]
<input checked="" type="checkbox"/>	<b>Title I, Part A</b> - Improving the Academic Achievement of the Disadvantaged	Coordination with stakeholders to provide parent and family engagement defined as participation of parents in ongoing consultation and meaningful communications with school staff that involves that student, addresses learning and engages the family in school activities.
<input checked="" type="checkbox"/>	<b>Title I, Part C</b> - Migrant Education Program (MEP) funds additional educational programs for migrant children (ages 3-21).	School administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need to support increased student achievement.
<input checked="" type="checkbox"/>	<b>Title I, Part D</b> – Prevention and intervention programs for children and youth who are Neglected, Delinquent or At Risk.	Coordination with stakeholders to provide the families of children and youth with services to make a successful transition from institutionalization for increased academic achievement.
<input checked="" type="checkbox"/>	<b>Title II, Part A</b> – Supporting Effective Instruction through professional development targeted to administrators and teachers.	Coordination with stakeholders to improve the quality and effectiveness of teachers, principals, and other school leaders through capacity building in the areas of improving student academic achievement and building ties between parents, families and the school.
<input checked="" type="checkbox"/>	<b>Title III, Part A</b> – Helping English Language Learners achieve English proficiency (ESOL)	Coordination with stakeholders to establish partnerships to strengthen relationships between families, communities and schools that will provide additional services aligned with improved student success.
<input type="checkbox"/>	<b>Title IV, Part A</b> – Providing all students with a well-rounded education, improving school conditions to support safe and healthy student, and improve use of technology to advance digital literacy	Coordination with stakeholders to promote collaboration between the parents, families and school to educate families in the
<input type="checkbox"/>	<b>Title IV, Part B</b> – Provide opportunities during non-school hours for academic enrichment, including providing tutorial services to help students, particularly students who attend low-performing schools, to meet the challenging State academic standards	Providing students with a high-quality out-of-school time enrichment program during the school year and summer and offering multiple family engagement opportunities geared to increase student academic achievement.

☒	<b>Title IX</b> – Homeless Education Program (HEP). The Federal McKinney-Vento Homeless Assistance Act states that children and youth who lack a fixed, regular, and adequate nighttime residence are considered homeless.	School administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need to allow for increased student academic achievement.
☒	<b>VPK</b> – Voluntary Pre-Kindergarten Program	Recognizing that parents are an important component of a child's education, VPK provides family support material to families and offers family engagement activities such as take home resources, family workshops, and/or access to online resources.

*Schools may add or remove rows as needed.*