

FY20 Title I Schoolwide Plan - Meadow Park (0591) Parent Family Engagement Plan Summary

Mission Statement

Enter your Parent and Family Engagement mission statement below. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parental involvement program;
- Be written in parent friendly language;
- Inspire stakeholders to be involved and supportive of the program; and

Mission Statement

Meadow Park Elementary recognizes the importance of forming a strong partnership with parents and community members in order to positively impact the students in our school. To promote effective parent involvement, the staff at Meadow Park Elementary welcomes input from parents and community members and encourages them to join us in the activities outlined in this plan. We will work with parents as equal partners in the educational process.

18-19 Parent Trainings

Using your parent training reflections, parent evaluations, and the Title I Family Engagement Survey results, evaluate how the parent and family trainings provided during the 2019-2020 school year built the capacity of families to help their children learn at home.

Parent Capacity Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
Fall Into Learning - The purpose was to educate parents on how to work with their students using the content strategies learned during this event.	180	Parents were able to receive a better understanding of best practices and strategies which their children use in Reading, Math, and Science. Parent comments such as "I can ask my son targeted questions when he is reading to me."	None.	Parents were able to use this information to help their child at home so he/she will benefit. 68% of our 3-5 students are proficient in Reading and 76% of our students are proficient in Math.

Parent Capacity Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
STEM Science Fair Parent and Family Night. - The purpose of this event was to give parents an understanding of hands-on experiments so they will encourage building and learning and having their child try new things.	96	Parents were given exposure to hands-on Science experiments and the Scientific Method.	None.	Parents were able to gain a better understanding of Science experiments and can now implement these activities at home during family time. 60% of our 3-5 students are proficient in Science.

Parent Capacity Training 3

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
Multicultural Literacy Family Night- The purpose of this event was to teach students and parents new ways of conducting research using text and sources of technology.	144	Students able to expose parents to different cultures through student led skits, skits based on research conducted by students.	None.	Parents able to conduct research with their child utilizing key technology skills. Students show an increase in knowledge as it relates to conducting research. The Science Fair project process is easier for students as this skill is necessary to complete the projects.

18-19 Staff Trainings

Using your staff training evaluations and feedback to teachers on implementation of strategies taught in staff trainings, evaluate how the staff trainings provided during the 2019-2020 school year educated faculty and staff on the value of engaging families and on strategies designed to equip families to support learning at home.

Staff Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?
Google Classroom- Creating a Google Classroom	47	Teachers very exited about this new technology. Google classroom is a powerful tool to allow students access to content but also to upload and send content to the teacher.	None.	Teachers able to create a Google Classroom along with a student artifact from an assignment or question created on Google Classroom. Google Classroom will be used at home with family.

Staff Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?
Capturing Parents' Hearts- How to effectively communicate with parents.	45	Teachers able to gain an understanding on how to effectively communicate with parents during a parent conference.	None.	Teachers gain understanding how to effectively communicate with parents , obtaining buy in, and foster a beneficial working relationship with the overarching goal of increasing student success/achievement.

Involvement of Stakeholders

Describe how the school will engage stakeholders in the planning, review and implementation of Title I programs. Include decisions regarding how funds for parent and family engagement will be used.

Brief Narrative

List the name and title for each group member responsible for the development of the Parent and Family Engagement Plan and School- Parent Compact.
Kelly Patrick - Principal Andrew Kline - Assistant Principal Susan Haag - Single School Culture Coordinator Trish Brocard - ESOL Coordinator Eric Schwertner - SAC Chair
What are the procedures for selecting members of the group?
All parents are invited to attend parent meetings. The opportunity for input was held on March 12th, 2019 . Invitations were sent to all parents wishing to attend. It was listed on the marquee. Input from the meeting will be shared with those attending the leadership retreat in June to gather additional feedback and input. Invitations are extended in Spanish as well as English.
How will input from stakeholders be documented?
CNA input meeting and PFEP meeting were held. Minutes from the meetings will be typed and shared with stakeholders via newsletter, School Messenger, follow-up meetings, etc. The agenda and sign-in sheets will be archived. Parent input will be documented throughout the year through SAC. "Title I Update" will be a standing agenda item in our SAC meetings.
How will stakeholders be involved in developing the plan?
Survey results from the Title I survey will be analyzed and shared. Evaluation from previous meeting will be also be discussed. Those attending will discuss and provide ideas for the engagement plan and School Parent Compact. Not only will there be open discussion, but participants will be able to have the opportunity to provide written feedback. The Stakeholder Input Meeting was held and feedback was documented in the recording template.
How will Title I parent and family engagement funds be used?
Take-home materials for parents to use with students in helping them at home Materials to continue on-going parent engagement - communication folders, post-cards, parent bulletins, etc. Refreshments at the Parent Capacity Trainings throughout the year

19-20 Staff Trainings

Describe the professional development trainings you will provide to build the capacity of teachers and other support personnel to effectively reach out to, communicate with, and work with families as equal partners in order to improve student achievement. Evidences include agendas, sign-ins, presentations or handouts, clear expectations for teachers, teacher feedback, administration's analysis of teacher feedback.

Staff Training 1

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?
Capturing Parents' Hearts -	Teachers will gain strategies to effectively communicate with parents.	November	Andy Kline, AP	Teachers will gain the knowledge and steps to effectively communicate with parents with the end goal of increasing student achievement. Teachers will use an actual parent conference to utilize their newly learned skills and will provide specific feedback. As a result, it is anticipated that parents will foster a close working relationship with teachers.

Staff Training 2

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?
Family Connection Night	The Effects of Social Media and Technology in the Child's Brain-what teachers and parents need to know	December	J. Castronova	After understanding the effects of social media and technology, teachers will be able to effectively share the information to parents. As a result, it is anticipated that parents will be able to win off their child at home and use the time to read and do math at home.

Annual Meeting

Families are invited to attend the Title I Annual Meeting to learn about the school's Title I programs and requirements. Describe the tasks the school will take to conduct an effective Annual Meeting. The meeting should be designed to inform parents about:

1. What it means to be a Title I School;
2. The school's Title I School-wide Plan;
3. Parent and Family Engagement (plan), including the School-Parent Compact;
4. Special Programs such as Migrant Education and McKinney Vento;
5. Parent's Right to Know; and
6. Other opportunities for parents.

Brief Narrative
What is the date and time of the Annual Meeting?
October 1, 2019 at 6:00 p.m. in the Media Center.
How will you notify teachers, parents and community of the Annual Meeting? Be specific (via school websites, marquee, call-out, newsletter, invitation, etc.)
An invitation will be sent home with students in English and Spanish, the date will be posted to the school's website and marquee, and a call-out will be made using Parent Link.
What resources do you plan to prepare for stakeholders?
A presentation will be developed and shared with stakeholders along with copies of the Parent and Family Engagement Plan summary and Parent School Compact. School personnel will also be available to answer questions during the meeting. Invitation, flyer, agenda, evaluation, and sign in-sheets.
What materials/supplies are needed for the Annual Meeting?
Copies of the parent engagement plan summary, the compact, and the presentation Power Point Copies of evaluations of the meeting Refreshments Paper, pen, computer, audio enhancer
How do you plan to reflect on the effectiveness of the Annual Meeting?
The leadership team will meet to review attendance and feedback from the evaluations. The school will make the necessary changes based on parent feedback.

19-20 Parent Trainings

Describe the trainings you will offer families that will build their capacity to support learning at home to improve student academic achievement. Trainings must focus on skills that families can use to extend learning at home, support students in meeting challenging state standards, and monitor their child's academic progress. Evidences include the invitation, agenda, sign-in sheets, presentations, handouts, evidence of parent and family interaction, evaluations, and analysis of parent feedback.

*Be sure to indicate if refreshments will be purchased and list dollar amount. For example: Refreshments (\$175.00).

Parent and Family Training #1 (First Trimester/Semester)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials
Science Fair 101	Parents will have Science training/Science Fair exposure. Parents will have hands on experience with creating a Science Fair Project.	Parents will be able to gain understanding of Science Experiments as well as the Science Fair Project process. Student achievement in Science will increase.	November, 2019	Andy Kline, AP Valerie Blessington, STEM Resource Teacher	Handouts, paper, ink, pens. invitation, agenda, sign-in, evaluation, food (\$100)

Parent and Family Training #2 (First Trimester/Semseter)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials
STEM Parent and Family Night	Parents will receive training in content areas-best practices. Parents will have hands-on experience with demonstrating these skills. Parenent will recieve training on how to incorporate science, technology, and math in their daily activities at home.	Parents will be able to help their children at home with key strategies which students are learning in school. Student achievement in STEM, and Math will increase.	January 2020	Andy Kline, AP, Teachers	Handouts, invitation, agenda, Sign-in sheet, presentation handouts, photos, food (\$100), Evaluation reflection by Admin.

Parent and Family Training #3 (First Trimester/Semseter)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials
Multicultural Literacy Family Night	Students will be presenting skits based on key research. Parents will demonstrate hands-on research skills by completing research activity with child.	Parents will be able to carry out research with their child using text and technology. Student achievement in Literacy will increase and Parents/Students will gain a better understanding of different cultures.	Feb. 27, 2020	Andy Kline, AP, Teachers	Handouts, paper, ink, pens. invitation, agenda, sign-in, evaluation, food (\$100)

Coordination and Integration

Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities by identifying the three (3) most relevant agencies/organizations that tremendously **support your school's parent and family engagement goal** (for example: Literacy Coalition, Multicultural Department, ESE Department, Migrant Education, Publix, Boynton Beach Fire Department).

Partnership 1

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Multicultural Department	Provide support to teachers with ELL students in possible PD sessions, provide support with interpreting ACCESS results, provide help on the web site for parents assisting students at home.	Minutes from work/meetings with the ESOL Coordinator, agendas and notes from district meetings, photo showing interaction.	As Needed

Partnership 2

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Multilingual Psychotherapy Community Partners	Provide counseling services to students and families, provide diagnostic testing.	Participation in IEP meetings, observation of participation in in-school counseling sessions, photo showing interaction.	As Needed

Partnership 3

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Rotary Club of West Palm Beach	Provide dictionaries to all third grade students, help families in need at the holidays, and provide bicycles for families in need.	Date of dictionary distribution, invitation to annual luncheon for bikes, thank you notes/email, photo showing interaction.	Annually

Communication

After reflecting on your 2019-2020 Title I Family Engagement Survey results, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information. Evidences include agendas, sign-in sheets, minutes, evaluations, school websites screenshots, newsletters, translated letters, marquee photos, emails, text print-outs, phone call-out transmissions/scripts, and social media snapshots.

Key Points of Communication	
Describe how school will provide families with timely information about the Title I programs. Consider Title I programs such as tutoring, mentoring.	How will the school document that the information was shared?
CNA and PFEP Input meetings; SAC Meetings; Call outs using Parent Link in English and Spanish Post to the school marquee and School Messenger Use of orange Parent Communication Folder in all grades Invitations in English and Spanish Parent Bulletins that share dates and times of meetings in English and Spanish	Copies of meetings- Agendas, minutes, Sign in Sheets. Invitations and parent bulletins.
Describe how school will inform parents about the curriculum, forms of assessments used to measure student progress, and proficiency levels students are expected to meet.	How will the school document that the information was shared?
Curriculum Night in September Building Parent Capacity Trainings Parent-Teacher Conferences	Flyers, power-points, sign in sheets, parent conference 1051 forms.
Describe how school will inform parents about opportunities to participate in decision making relating to the education of their children.	How will the school document that the information was shared?
SAC meeting dates, PTA meeting dates, and Parent Building Capacity trainings dates will be advertised using Parent Link, the school marquee, and parent bulletins/invitations	Mtg. agendas, flyers, call outs, power-points, sign in sheets.
Describe how the school will offer flexible time for meetings, training, activities, and events to remove barriers for attendance (i.e. childcare, transportation, home visits, etc).	How will the school document that the information was shared?
Meadow Park will offer all meetings in the evening so that parents that work can participate. Parent trainings have been planned to include the students so that child care outside of the school is a non-issue. Input meetings and the Annual meeting will be scheduled in the morning at 7:30 as well as in the evening to assist with those parents that work late. Meetings will be translated in real time using the translation headsets.	Flyers, power-points, sign in sheets, with date and time on them.

Accessibility

It is important to address barriers that hinder families' participation in activities. After considering your 2017-2018 Title I Family Engagement Survey results and information gathered at your parent input meetings, describe how you ensure parents and families in the special categories below are able to fully participate in school meetings, trainings, activities, and events. Evidences may include translated letters, agendas, sign-in sheets, flyers, child care rosters, transportation logs, CLF/sign language facilitator timesheets, and parent evaluations.

*Keep in mind, this section describes **support provided to families** so they may participate in family engagement activities.

Brief Narrative
Accommodations for parents and families with limited English proficiency
A CLF is present at all parent meetings, including parent conferences and IEP meetings, to assist with translation Translation head-sets are used to assist with translating at parent and family events. All notifications and call-outs are translated.
Accommodations for parents and families with disabilities (i.e. Hearing or vision impairment, physical limitations)
When request for accommodation is received, sign language facilitator, large print, or Braille will be provided. We will coordinate request with the ESE Department.
Accommodations for families engaged in migratory work
Flexible meeting times are provided to identified families. We will work with the District Migrant Offices to provide necessary support.
Accommodations for families experiencing homelessness
Upon knowing the list of families involved and in consultation with the McKinney-Vento Office in the District, we will provide the necessary assistance and support.

Other Activities

List other activities that are planned to strengthen parent and family engagement at your school. You may list additional parent and family trainings here. If you plan to offer refreshments, please indicate that in the description field along with the dollar amount.

Activity 1

Name of Activity	Brief Description
Summer Slide Program	The school will be open throughout the summer for students to exchange books on their reading level to promote on-going growth in reading. Staff is available to assist and fun activities are planned to increase participation.

Activity 2

Name of Activity	Brief Description
Fall Festival	A PTA sponsored activity to promote and develop a sense of community. Students participate in games, crafts, and activities along with their families. Staff works with parents to promote and implement this event.

Activity 3

Name of Activity	Brief Description
Grandparents' Luncheon	In September, we will host a luncheon and grandparents will come and have lunch with the students. This promotes a sense of community and is culturally responsive to our families.