

REVIEWED
NAME: SPENDATE: 11-22-19
ITLE I ADMINISTRATION

School Name:	Somerset Arls Academy	Loc. #:	2012
Principal's Name:	idalia M. Suarez		

Hereby certifies that all facts, figures, and representations made in this plan are true, correct, and consistent with the statement of assurances. 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 the Parent and Family Engagement Program. 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. This plan has been jointly developed and agreed upon by stakeholders (i.e., staff, families, community members, etc.) in compliance with Title I Federal funding regulations. The school will adhere to the plan of action for parent and family engagement activities throughout the academic year and will ensure its transparency of efforts by providing communication to parents and families in multiple languages, flexible meeting times, needs-based workshops, and accommodations to parents and families with special needs. Additionally, the school will disseminate this document in multiple languages and make it accessible by making it available on our school's website. The school will also ensure that its PFEP is aligned to the School Improvement Plan (SIP) for the current school year.

PARENT AND FAMILY ENGAGEMENT PLAN 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 cullined in Section 8101, ESEA;

Engage the parents and family 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)];

Jointly develop/revise with parents and family the School-level PFEP, distribute it to parents of participating children, and make the plan available 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-level PFEP and the joint development of the schoolwide 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 revise, 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 comments with the plan when the achool submits the plan to the Local Educational Agency (LEA) [Section 1116(b)(4)]:

Provide each parent and family with an individualized student report about the performance of their child on the State assessments [Section 1112(e)(1)(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 does not meet applicable State cartification 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 and family limely 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 Date Signed
Designee



This plan is aligned with Section 1116 of the Every Student Succeeds Act

MISSION STATEMENT

To enhance parent and family engagement, access, and advocacy in order to build parents' and families' capacity for stronger parent, family, school and community engagement, in support of measurable improvement in student achievement.

The School-level PFEP is a shared responsibility, parents and family members will provide input in the update and review of the PFEP and assist in providing high quality instruction for all learners, as follows:

Evidence	Meeting Name	Meeting Date
The school will provide an overview of the PFEP and make it available to all parents for input and review, and ensure that it is jointly developed with, agreed upon and amended by all stakeholders.	Title I Annual Meeting	08/28/19
The school will present the final approval of the PFEP for input and review from all stakeholders.	1st EESAC Meeting of the school Year	10/23/19
Evidence		Timeline
	8/19/19 - 6/05/20	
Moniforian affendance	8/19/19 - 6/05/20	
Monitoring homework completion	8/19/19 - 6/05/20	
Participation in decisions relating to the child's educ	8/19/19 - 6/05/20	
	The school will provide an overview of the PFEP and make it available to all parents for input and review, and ensure that it is jointly developed with, agreed upon and amended by all stakeholders. The school will present the final approval of the PFEP for input and review from all stakeholders. Evidence School-Parent Compact Monitoring attendance Monitoring homework completion	The school will provide an overview of the PFEP and make it available to all parents for input and review, and ensure that it is jointly developed with, agreed upon and amended by all stakeholders. The school will present the final approval of the PFEP for input and review from all stakeholders. School-Parent Compact Monitoring attendance Monitoring homework completion

The school will involve parents and family members in an organized, and timely manner in the planning, reviewing, and improvement of Title I School-wide Programs including involvement in decision-making of how funds for Title I will be used, as follows:

Focus Area		Evidence	Maeting Date
Parents and families'	Title I Annu	al Parent Meeting minutes and agenda	08/28/19
engagement in the planning, reviewing, and improvement of Title I programs.		Other: (specify below):	
Parents and families	Title Anni	al Parent Meeting minutes and agenda	08/28/19
engagement in the decision-	EESAC me	eating verified minutes	10/23/19
making process of how funds for Title I will be used.		Other (specify below):	

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

The school will coordinate and integrate parent and family engagement programs and activities to teach parents how to help their child(ren) at

home: as follows:	444 (44) 134 13 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Coordination with Other Programs	Activity	How Will Participation in the Activity Teach Parents to Help Their Children at Home
☐ Head Start		
□ VPK	-	
☑ Title III (Tutoring for EL)	Support Services	Strategies provided to parents of EL students will help enhance their academic performance.
Title IX (Project UP-START)	Support Services	Resources provided to families in transition will help students overcome barriers to learning.
Title I, Part C (Education of Migratory		
Chadren)		
Title I, Part D Local Programs for N & D		
(Allemative Outreach)		



TITLE I ANNUAL PARENT MEETING

The school will conduct the Title I Annual Meeting to inform parents and families of the school's participation in the Title I Schoolwide Program. During the meeting, the school will provided a description of the Title I Schoolwide Program which will include an explanation about the forms of academic assessments, the school performance data, and the rights of parents. Additionally, the school will document that the communication has been provided to stakeholders, as follows:

Activity/Tasks	Description (check all	that applies)	Evidence of	Effectiveness
Notification	☑ Electronic Messages ☑ School Calendar/	☐ Apps ☑ Flyers	Number of parents who atte	nded the Title I Annual Meeting the sign-in sheet(s):
(Before)	Newsletter			
· ,	School Marques	School Websile		168
Documentation (During)	Title I School-level PFEP	☑ Sign-in Sheets	☑ PFEP reviewed/ discussed/updated with parents and families	Sign: in sheets signed by meeting attendees:
;	☑ Meeting Agerida		Meeting Agenda includes all required items, updated with school information	PowerPoint Presentation personalized with school information
	Meeting Minutes	☑ Parent Survey	Nikerahan kananaka aktik 1972 🗪 🗀 🧦	Parent Surveys discussed and available to parents and families
	Title I Program Notification Letter	DAC/PAC Representative Form		DAC/PAC Representative Form reviewed, discussed and updated
- Additional and the second and the	☑ Title District-level PFEP	School- Parent Compact	District-level PFEP made available to parents and families	School-Parent Compact reviewed & updated with input from parents and families
Follow-Up (After)	☑ Title I School-level PFEP	Sign-in Sheets	☑Updated PFEP posted on the school's website	☑ Sign-in sheets filed in the Title I Filing System
	☑ Meeting Agenda	Presentation	Meeting Agenda filed in the Title I Filing System	PowerPoint Presentation posted on the school's website
	☑ Meeting Minutes	☑ Parent Survey	✓ Meeting Minutes filed in Title I Filing System	Compilation of Surveys Results completed and filed
	✓ Title I Program Notification Letter	DAC/PAC Representative Form	☐ Title I Program Notification Letter available to parents and families	☑ DAC/PAC Representative Form submitted to Title I and filed
	Social Media Post(s)	School- Parent Compact	Evidence of Social Media Post(s)	Updated School-Parent Compact available to parents and families
	☐ Meeting Photos	Meeting Data	Meeting Photos posted on website	✓ Meeting data entered on Monthly Report



FLEXIBLE PARENT MEETINGS

The school will offer a flexible number of meetings, such as meetings in the morning, afternoon, or evening. Additionally, the school will provide, with Title I funds, webinars, teleconferences, video conferences, or home visits, and services related to parent and family engagement, as follows:

Flexible Meetings	Meeting Time(s)		Documentation of Me	The state of the s
Morning Meetings	8:00 a.m. — 12:00 p.m.	✓ Meeting Flyers	Electronic Messages	School Calendar/ Marquees/Newsletters and/or Website
☑ Afternoon Meetings	12:00 p.m. – 4:00 p.m.	Meeting Flyers	☑ Electronic Messages	School Calendar/ Marquees/Newsletters and/or Website
Evening Meetings	4:00 p.m. – 7:00 p.m.	☑ Meeting Flyers	☑ Electronic Messages	School Calendar/ Marquees/Newsletters and/or Website
Flexible Meetings	Title of Person Responsib		Description of Mee	
☑ Home Visits	Counselor	Visited parent to Handouts CIS a	go over the meeting on t companies when needed.	the parent portal they missed. Gave
☐ Webinars				
☑ Conference Calls	Counselor	Various calls throwe can facilitate	igunout the year to discuss for the families. CIS assists	student struggles, incidents, services as needed.
☐ Video Conferences				
Face-to-Face Meetings or Workshops				
☑ Workshops/Training	CIS	Parent works morning/afternoo	nops/trainings provided xn/evenings to help families	throughout the year in the with issues they express interest in.

BUILDING CAPACITY

The school will implement activities that will build the capacity for meaningful parent and family engagement. The activities implemented by the school will help to build relationships with the community in order to improve student achievement. Additionally, the school will provide resources and training to assist parents and families to work with their child(ren), and provide other reasonable support for parent and family engagement activities, as follows:

engagement activities, as ion	UWS.	7	percentage of the second	
Activity/Tasks	Title of Person Responsible	X 550 YZ	lesources Provided	Description of implementation
☑ The Parent Academy	CIS	Ø	HUM. 14 (1847): 114	Workshops will be planned with Parent Academy throughout the year
	Counselor	Ø	Flyers	Parents with needs will be referred to specific agencies.
☑ Community-Based Partnerships	CIS	Ø	Handouls	CIS reaches out to the local community to create partnerships for our schools activities.
∠ EESAC and Title I Annual Parent Meeting	Assistant Principal	N		4 EESAC meetings will be held this year & our Title I meeting was held in August.
☐ Parent & Family Engagement Workshops	cis		School Supplies	CIS has multiple workshops scheduled for families at different times throughout the year.
Official Title I School- level Parent and Family Engagement Surveys	ćis	N	Forms	Survery's were sent home during the first week of school and will continue to be sent home periodically.
✓ Family Support Services (FSS)	Counselor		Materials	

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The school will provide the following professional development opportunities to encourage and educate staff, which may include:

- · How to value and utilize the contributions of parents and families;
- · How to reach out to, communicate with, and work with parents and families as equal partners;
- · How to implement and coordinate parent and family programs; and

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Activity	Title of Person Responsible	Parent/Family	Documentation
Online PD to Build Relationships with Parents			
M-DCPS Meetings/ Training/Workshops			
District-sponsored Title Facilitator Training Sessions or CIS/CLS Training Sessions	Assistant Principal	Implementing/ Coordinating parent/family programs	Agenda, handouts, PowerPoint presentation, implementation of knowledge gained, and Master Plan Points from MyLearningPlan Professional Development Management System.
i District-sponsored Title I Principal Training Sessions	Principal	Implementing/ Coordinating parent/family programs	Agendas, handouts, PowerPoint presentation, implementation of knowledge gained, and Master Plan Points from MyLearningPlan Professional Development Management System.
PD activities conducted by outside agencies			
Professional Learning Community/School-based Projects			

OTHER ACTIVITIES

The school will conduct other activities/events/meetings to encourage and support parents and families in more meaningful engagement in the education of their child(ren), as follows:

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Content and Type of Activity	Title of Person Responsible	Parent/Family Engagement Focus Areas	Timeline	Evidence of Effectiveness
Parent/Engagement Meetings/Training	CIS	☑ Curriculum		✓ Agenda
▼ The Parent Academy Meetings/Training	CIS	☐ Assessments ☐ Technology ☐ Social Media	From: 08-19-2019	☑ Handouts
Special Events for Families	Activities Director			☐ Minutes
☑ ESSAC Meetings	EESAC Chair		Social Media	Sign in Sheets
✓ Workshops	CIS	☑ Parenting		Photos
Community-based Partnerships	Counselor	Data Driven Instruction Parent Portal	Other (Please specify)	
☑ FSA Night	Assistant Principal			



ACCESSIBILITY

The school will provide full opportunities for participation in parent and family engagement activities for all parents and family members. Additionally, 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 understand as well as provide accessibility accommodations for parents and family members with special needs, as follows:

Accessibility Focus Areas	Accommodations	Title of Person Responsible	Timeline	Evidence of Effectiveness
	Translator/ Interpreter		From: 08-19-2019	✓ Multi-language Matenals/Flyers/ Handouts
Language		cis	To: 06-03-2020	Accessibility accommodations and translation services statement
Parents with Special	✓ Handicapped Parking ✓ Wheelchair	***	From: 08-19-2019	☑ Multi-language Materials/Fiyers/ Handouts
Needs	☐ Sign Language Interpreter ☐ Other Support/	☐ Sign Language Interpreter ☐ Other Support	To: 06-03-2020	Accessibility accommodations and translation services statement
Other(specify):	Services			Notification to parents/ families of availability of service
				Documentation of support/services provided

COMMUNICATION

The school will provide timely information about the Title I Schoolwide programs, explanation about the curriculum at the school, the forms of assessment used to measure student progress, the achievement levels students are expected to obtain, identify students who are at risk of not meeting state standards on performance standards assessments and provide parents with information regarding their child(ren)'s attendance. If requested by parents, the school will provide opportunities for regular meetings in order to formulate suggestions and to participate, as appropriate, in decision-making related to the education of their child(ren). Additionally, the schools will submit parent and family's comments if

emmunication Focus Areas	Content and Type of Activity	Timeline	Evidence of Effectiveness
	☑ Title I Annual Parent Meeting	8/19/19 - 6/05/20	☑ Agenda ☐ Handouts
	Other Parent Meeting		Sign-in Sheets Flyers/Photos
Title 1	☑ 1st EESAC Meeting	8/19/19 - 8/05/20	☐ Handouts/Meeting Materials
	Mailout of Title I Program 8/19/19 - 6/05/20 Notification Letter		
	School Website	8/19/19 - 6/05/20	
	☑ Open House	8/19/19 - 6/05/20	
AMERICAN CO.	☑ Title I Annual Parent Meeting	8/19/19 - 6/05/20	☑ Agenda
	☑ FSA Night	10/24/19	Handouts
Curriculum	☐ Science Fair		☑ Sign-in Sheets ☐ Fivers/Photos
	☑ Curriculum Meeting	8/19/19 - 6/05/20	☑ Handouts/Meeting Invite
	☑ Open House	8/19/19 - 6/05/20	



mmunication Focus Areas	Content and Type of Activity	Timeline	Evidence of Effectiveness		
Assessment/ Achievement Levels	Response to Intervention	8/19/19 - 6/05/20	☑ Agenda		
	☑ FSA Night	8/19/19 - 6/05/20	Handouts Sign-in Sheets		
	Student Backpack		☐ Flyers/Photos ☐ Handouts/Meeting Invite		
	☑ Parent Conference	8/19/19 - 6/05/20	121 Using Charles Medica		
	Links to Websiles Containing Assessment Data				
Parent Concerns	PTA/PTSA Meeling				
	☑ EESAC	8/19/19 - 6/05/20			
	Response to Intervention	8/19/19 - 6/05/20			
	School-level Parent & Family Engagement Survey	10/08/19			
Attendance	Parent Teacher Conference	8/19/19 - 6/05/20	Agenda Handouts Sign-in Sheets		
	Meeting with School Social Worker				
	✓ Meeting with Truancy Child Study Team	8/19/19 - 6/05/20	Flyers/Photos Handouts/Meeting Invite		
	Other Activity/Meeting/ Workshop for Parents and Familles				

The school will provide additional activities such as: transportation for parents and families to attend meetings/training, literacy training for parents, and/or other activities related to parent and family engagement, as follows:

Discretionary Activities Focus Areas	Content and Type of Activity.	Title of Person Responsible	Timeline	Evidence of Effectiveness
Transportation				Agenda Sign-in Sheets Flyer/Meeting Invite
Literacy Training				Agenda Sign-in Sheets Fiyer/Meeting Invite
Community/Faith- based Organization Collaboration				Agenda Sign-in Sheets Flyer/Meeting Invite
Other (Specify below);				☐ Agenda ☐ Sign-in Sheets ☐ Flyer/Meeting Invite



BARRIERS

The barriers identified below may have hindered participation by parents and families during the previous school year. The school will take the following steps during the current school year to overcome the identified barriers. The school will also ensure that special attention is given to parents and families who are disabled, have Limited English Proficiency, and are parents and families of migratory child(ren):

	Barrier(s)	
gia-	se select a minimum of	Plan of Action (Steps) What is the school doing to evercome the identified barriers?
rea	se select a million of three (3)	
Ð	Language	Communication with parents will be translated upon request.
Ø	Disabilities	The school is equipped with handicapped parking and ramps to facilitate access to all areas where necessary.
	Transportation	
	Child Care	
	Unfamiliar with School System	·
	Cultural Differences	
B	Work Scheduling Conflict	Meetings held at different times of the day to facilitate those with work schedule conflicts.
	Homelessness	

Deadline to submit the School-level Parental & Family Engagement Plan (PFEP) is Tuesday, October 8, 2019.