

Title I, Part A Parent and Family Engagement Policy
Manatee Elementary
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2020-2021

Parent and Family Engagement Mission Statement

Enter your Parent and Family Engagement mission statement below. Describe how parent and family engagement will assist in providing high quality instruction for all learners. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parent and family engagement program;
- Be written in parent friendly language;
- Inspire stakeholders to be engaged and supportive of the program; and
- Be different from your school mission statement.

RESPONSE: Manatee Elementary School seeks to create and maintain a challenging and safe learning environment that encourages high expectations through engaging instruction. We strive to have our parents, teachers, and community members actively involved in our students' learning.

2020-2021 Involvement of Stakeholders (Parents, Families, School Personnel and Community)

Describe how the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

RESPONSE: We believe in involving parents in all aspects of our school. Our parents and SAC along with our PTO will have the responsibility for developing:

- Implementing and Evaluating the SIP and PFEP
- Meetings at various times to complement our families (giving them additional opportunities to be involved)
- Join in decision making
- Deliberate changes that are needed to the PFEP
- Parent surveys are reviewed by SAC
- Parent workshops
- School wide family events are offered during the calendar year at various times to increase parent participation and involvement
- Input is gathered during parent meetings regarding how parental involvement funds will be used
- Events that happened or will occur: After Superintendent and CDC okays for events to happen due to COVID 19 virus along with other events in the future. ***

2020-2021 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. Include how the school will coordinate and integrate parent and family activities that teach

parents how to help their child(ren) at home. [ESEA Section 1116]

Count <i>(add or remove rows as needed)</i>	Program	Coordination
1	The Warren Backpack Program	Kids helping Kids, grow awareness for each other, provide breakfast and dinner on Fridays for less fortunate students. (K-3rd grade).
2	Women's Action Committee	Outreach to our community to provide shoes to the students in need.
3	VPK	Coordination for early learning opportunities for families.
4	Children's Academy	Before and After School Transportation
5	MUNM Church	We will collaborate regarding food sack packs.
6	Dream Center	We will collaborate after school and mentoring opportunities.
7	Title I	We will coordinate and plan Title 1 parent events throughout the school year.
8	IDEA	We collaborate with our ESE department and ESE teachers to provide and offer supplemental instructional support for parents during the development of the student's IEP.
9	ESOL/Migrant	We Will Work With our ESOL/Migrant HSL to assist With communication, increase communication and accessibility for non-english speaking families.
10	Homeless	We will work together with Project Heart to provide resources, school supplies and uniforms for homeless students to remain in school.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

Count	Activities and Tasks	Person Responsible	Timeline	Evidence of Effectiveness
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1	Develop agenda, handouts, and/or presentation materials that address the required components	Principal or designee	Aug/Sept 2021	Copies of documents uploaded to the online crate
2	Develop and disseminate invitations (flyers, ConnectEd calls, texts, newsletters, FB etc.)	Principal or designee	Aug/Sept 2021	Copies of invitations, call logs, and sign-in sheets uploaded to the online crate
3	Hold the Meeting	Principal or designee	Aug/ Sept 2021	Agenda/Sign-in Sheet uploaded to the online crate
4	Evaluate the Meeting	Principal or designee	Aug/ September 2021	Aggregated Evaluation Form/Notes uploaded to the online crate

Parent Notifications

Describe how the school will provide each family with timely notice information regarding the following:

- The parent's right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- How the school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments
- How the school will notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field? [ESEA Section 1116]

RESPONSE: We have acquired the Black Board Connect Ed, an automated telephone service and our schools newsletters. We use these to inform and alert parents in English and Spanish regarding parent notifications during the schools calendar year.

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [ESEA Section 1116]

RESPONSE: Manatee Elementary will provide Parent Workshops and School-wide Family Events at various times to accommodate our families. This will include academic, social and emotional components. Our schools fund may provide transportation, child care, snacks, and/or home visits for TI activities related to parent involvement. We will make every attempt to make information available to parents who are unable to attend the events. We also have a Parent Coordinator/Home-School Liaison who can meet with parents on a needed basis.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement, in order to ensure effective involvement of parents and to support a

partnership among the school involved, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents/families work with their child(ren) to improve academic achievement. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116.

Count <i>(add or remove rows as needed)</i>	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent meetings: such as literacy, math and science	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	on-going, throughout the calendar school year	Evaluation forms/Survey
2	Parent Conferences	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	2x in our school calendar year	Evaluation forms/comment box
3	Virtual Open house 20-21	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	Beginning of School Year	Individual feedback and notations
4	Workshops	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	On-going	Sign in Sheets/ flyer
5	Literacy Night	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	2x in our school calendar year	Sign in Sheets/ flyer
6	English	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	6 weeks	Sign in Sheets/flyer
7	Parent life skills	Principal or designee	Higher levels of parenting	2x in our school calendar year	Sign in Sheets/Evaluation forms

Staff Development

Describe the professional development activities the school will provide, with the assistance of parents/families, to educate the teachers, specialized instructional support personnel, school leaders, and other staff in the following:

- the value and utility of contributions of parents/families

- how to reach out to, communicate with, and work with parents/families as equal partners, and
- Implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Count	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Professional development	Principal or designee	Higher levels of staff understanding of parent involvement correlates to higher student achievement	On going	Evaluation forms
2	Goal 1: Review of Florida Standards	Principal or designee	Higher levels of staff understanding of parent involvement correlates to higher student achievement	Standards based instruction will be provided to engage all students based on continual review	Align Standards with the staff, have evaluation forms or surveys
3	Building School/Parent/Student relationships	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement	On going through out school calendar year	Higher levels of staff understanding of parent involvement correlates to higher student achievement And also Language Support through the ELL Team using Language for learning and classroom

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more meaningful engagement in the education of their child(ren). [ESEA Section 1116].

RESPONSE: Manatee Elementary will ensure a family friendly school environment and atmosphere, by offering parent workshops and trainings. In doing so, this will provide higher levels of parent awareness which correlates to higher levels of student achievement. Workshops may include expectations of student achievement; what students need to know and will be able to do. Family engagement activities **will** provide demonstration lessons (hands on for parents), that will model activities to do with their child so they will be able to duplicate the activities at home. We will employ a Parent Coordinator/Home-School Liaison who will be available for Parent Outreach and Support.

Communication

Describe how the school will provide parents and families of participating children the following [ESEA Section 1116]:

- Timely information about the Title I programs
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to obtain
- 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
- If the schoolwide program plan under is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency.

RESPONSE: Manatee Elementary will hold a general meeting where information will be presented and discussed about the Title I program, the curriculum and academic assessments. Parents will be informed about scheduling a Parent-Teacher Conference and have the opportunity for participation in decision-making related to the education of their child/ren. Upon conclusion of the general meeting, parents will be invited to visit their child's classroom and meet some school staff. During visits, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can assist their child/ren at home. Sign in sheets will document attendance. Written communication will be available in English and Spanish. Interpreters will be available to all parents to ensure that they are able to fully participate and have a clear understanding of their child's education. This includes translation services for deaf and blind impaired.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [ESEA Section 1116]:

RESPONSE: The parent and family engagement plan is summarized, written into a document that will be printed in English and Spanish and given to all families. Interpreters will be provided. If other languages are needed the schools will contact the TI office where a school district interpreter may be provided. American Sign Language translation will be available through coordination with Manasota Lighthouse for the Blind and Community Center for the Deaf and Hearing impaired. We have acquired the Black Board Connect Ed, an automated telephone service. We use this to inform and alert parents in English and Spanish regarding upcoming events and activities during the schools calendar year.

Discretionary Activities

Describe any activities that are not required, but will be paid for through Title I, Part A funding [for example, home visits by school staff (including GETs and Home School Liaisons), transportation for meetings, activities related to parent/family engagement, etc.]

RESPONSE:

- Identification of the activity, which may include the following:
- Involving parents in the development of staff training, providing literacy training, paying reasonable and necessary expenses to conduct parental involvement activities, training parents to help other parents, adopting and implementing model parental involvement programs, organizing a local education agency parent advisory council, and/or developing roles for community organizations and/or business in parental involvement activities;
- Description of the implementation strategy;
- Identification of person(s) responsible;
- Correlation to student academic achievement; and
- Reasonable and realistic timelines.

Uploads

Please prepare evidences below. Refer to your Beginning of the Year Timeline and Title I Crate for resources and sample documents.

2019-20 Title I Crate

- Evidence of parent input in the development of the school SIP/Title I Plan and Title I Budget (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of parent input in the development of the school Parent and Family Engagement Policy (PFEP) (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of Parent Involvement in the Development of the Parent-School Compact (Invitation, meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)

2020-21 Title I Crate

- Copy of the school SIP or Title I Plan (charter)
- Copy of the Parent and Family Engagement Policy (PFEP) (parent-friendly version)
- Copy of the Parent-School Compact (Final in all languages)

***We will be doing virtual videos to parents, chats, Class Dojo and FB to keep parents informed on when we will be doing campus activities and events due to rules and regulations from CDC and the Superintendent Saunders due to covid19.