

FY20 Title I Schoolwide Plan - Cholee Lake Elementary (2761) 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
The goal of the Parent and Family Engagement Plan is to empower parents and families to be active participants in their child's academic, student performance is a community which includes administrators, parents, families and the community, parental involvement is necessary as we seek to develop the total child, Cholee Lake will accomplish this by providing information, training and assistance through family/parent education courses, and activities.

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 2018-19 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?
APTT # 1	85	Organization and collaboration between teachers and parents.	Increase the number of the lower academic achieving students parents	Parents were able to practice and make more reading math activities to support his/her child at home. Over 90% of students whose parents attended showed academic improvement.

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?
Academic Game Night	36	Variety of Math activities supporting students in grades K-5 math standards	Incorporate ELA standards.	Parents were able to rotate in various math activities with his/her child and take activities home to further understand math standards.

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?
FSA Night	250	Largest parent participation. Parents navigated through	Provide equal time to all FSA/SSA tested subjects. Provide parents with hands on examples of tested items.	Parents were able to see the types of question his/her child would be seeing during the FSA/ grade students saw the largest increase with students receiving a level 3 or higher.

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 impacted 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?
Communicating SBT/MTSS Process with parents	120	Teachers gained confidence in parent conferences and increased communication with parents.	Decrease the amount of school jargon and make language more parent friendly.	Teachers were able to explain the SBT/MTSS process to parents and decreasing the delay in the SBT process. Increase the number of parent conferences.

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?
Sharing data results during parent conferences.	120	Teachers took pride in new format to parent conferences.	Decrease the number of data points shared with parents.	Discuss student data with parent conferences as well as support increase student 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.
Dr. Marline Campbell-Principal, Dr. Carlos Castro Assistant Principal, Suzane Rivera-Parent Denise Angelino-Teacher, Misabel Hernandez-Parent, Yoana Benitez-Parent, Gema Rivera-Parent, Dania Murillo-Parent, Rinku K. Sah-Parent, Martha Morin-Parent.
What are the procedures for selecting members of the group?
Invitation to administrative team, staff and parents was distributed to advertise the opportunity to attend the stakeholder input meeting. Parents were selected to represent the community we serve. Business partners were contacted to participate in this process. School administrators and school staff are also key stakeholders of this group
How will input from stakeholders be documented?
We provided a recording template and meeting minutes were recorded. The input meeting was held on May 8, 2019, to gather parent/family input to the PFEP plan and Compact
How will stakeholders be involved in developing the plan?
Teachers, parents, and community had the opportunity to give input, evaluations from parent trainings, and other pertinent results in the development of the PFEP plan. The FY19 compact and FY19 Parent and Family Engagement Plan was reviewed and will be amended based on feedback.
How will Title I parent and family engagement funds be used?
Funds will be utilized for parent university, kindergarten round up, FSA night (instructional materials and resources for parents to use at home) with \$1,000.00 added for refreshments

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 equal partners in order to improve student achievement. Evidences include agendas, sign-ins, presentations or handouts, clear expectations for teachers, teacher feedback, admission 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?
Share ideas to increase parental involvement.	Staff will acquire resources and strategies to increase and improve parental involvement throughout the year. Most importantly, how to sustain parental support and involvement within the school community.	September	Dr. Marline Campbell Dr. Carlos Castro	As a result of the training teachers will be able to apply new ideas to increase parental involvement in his/her classroom. For example, strategies to bring all parents to the show parents how they can support children's learning more effectively, the barriers to participating, and how to improve parental involvement.

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?
Sharing data results during parent conferences.	During PLC's teachers will be provided with strategies and ideas when presenting data to parents during conferences.	September	Leadership Team	As a result of the training teachers and parents will be able to present in parent friendly term school data pertaining to his/her individual child. With a better understanding of data results parents will be able to connect bridge of communication between the school and 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 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?	
September 10, 2019 5:00 p.m.	
How will you notify teachers, parents and community of the Annual Meeting? Be specific (via school websites, marquee, call-out, newsletter, invitation, etc.)	
Inform parents of Annual meeting by sending informational flyer, Parent link, marquee, newsletter and invitations.	
What resources do you plan to prepare for stakeholders?	
Title I Annual Meeting PowerPoint, copy of the Schoolwide Plan (SWP), copy of the FY20 School-Parent Compact, FY20 Parent and Family Engagement Plan (PFEP), Evaluation	
What materials/supplies are needed for the Annual Meeting?	
Paper, Pencils/Pens, Technology	
How do you plan to reflect on the effectiveness of the Annual Meeting?	
Leadership Team will meet after the Annual meeting and will use parent reflection/surveys, sign-in sheets feedback and create adjustments to improve future Title I Annual Meeting	

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 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 sheet, 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
APTT # 1	Parents will participate in a 75 minute team meeting with their child's teacher. During APTT meetings, teachers share students' performance data that are actionable, teach grade level skills for clear conceptual understanding.	The goal of APTT is for parents to have a deeper understanding of the ways in which each family prefer to engage in their child's education and provides additional support and techniques to strengthen engagement strategies at home.	January 2020	Dr. Carlos Castro Denise Angelino K-1 grade teachers	Color Ink paper, Technic Pens, r

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)	Resource
ELA-Math-Science Academic Game Night	Parents will be able to participate in a variety of standards based games and activities. During the training parents will have hands-on practice with FSA type paragraphs. In those paragraphs parents will analyze, find the theme, characters, problem/solution, plot, and main idea of literature and informational passages. Math: Algebraic thinking, measurement, data and geometry. Science: Nature of science, Earth and Space, Physical Science and Life Science.	Parents will have an understanding of the Florida State Standards in Math, Science, and ELA. Parents will be able to assist the students at home in order to prepare them for the FSA. Students will be exposed to FSA question stems and sample questions according to the FSA Specifications.	November	ELA-Math-Science Committee members.	Standard activities Standard activities Math Department Standard created math, E

Parent and Family Training #3 (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)	Resource
FSA Night	Parents will be able to participate in a variety of standards based games and activities. During the training parents will have hands-on practice with FSA type paragraphs. In those paragraphs parents will analyze, find the theme, characters, problem/solution, plot, and main idea of literature and informational passages. Math: Algebraic thinking, measurement, data and geometry. Science: Nature of science, Earth and Space, Physical Science and Life Science.	The objective of the FSA Parent Night is for parents to have a better understanding of the FSA assessment as well as preview of the Item Specifications. Parents will be provided with FSA test questions as including strategies to support his/her child at home.	February 2020	Cholee Lake Leadership Team, Grades 3-5 teachers.	PowerPoint Copy FSA Anchor Refresh Color Ink

Coordination and Integration

Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations integrated parent and family engagement opportunities by identifying the three (3) most relevant agencies/organizations that tremendously support your school's parent and family 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	File
Multicultural Department	Cholee Lake staff collaborates with the Multicultural Department in working with parents for effective communication. ESOL staff conducts multiple open houses throughout the year to showcase the Dual Language program, best practices for all students as well as involving parents within the school.	Agenda Sign-in sheets Data Parent survey Debriefing meeting notes Plan action with next steps.	ur

Partnership 2

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Fl
Department of Early Childhood Education	Cholee Lake works with the Department of Early Childhood Education and follows all statutes, rules and contractual mandates in the Florida VPK Statewide Provider Agreement, including the use of a developmentally appropriate curriculum that enhances the ageappropriate progress of children in attaining each of the performance standards adopted by the Florida DOE.	Agenda Sign-in sheets Data Parent survey Debriefing meeting notes Plan action with next steps.	A: N

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 on Title I programs, curriculum, assessments and student progress/proficiency level information. Evidences include agendas, sign-in sheets, minutes, evaluations, school websites 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?
Methods of communication include: Parent Home visits, Marquee, Robo-calls, Flyers teacher Phone calls to parents, SAC, Car loop signs, SIS, daily agenda, and email.	The school will collect, phone call log sheets/home visit log sheets, agendas, parent conference notes, photos,
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?
Parents will be informed at Curriculum Night, FSA Night, Parent/Teacher conference, Progress Reports, APPT Nights and through SIS	The school will collect agendas, sign-in sheets, surveys, and conference notes, progress reports, report cards and assessment reports in multiple languages, photos
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?
The school will widely announce opportunities for parents input: SAC Meetings, Title I Annual Meeting Parent conferences Report cards meetings, and Curriculum night. Announcements on SAC meetings will be done through flyers, newsletter, marquee and school website. The school will encourage parents to participate in conferences through notices, progress reports, report cards, and the Annual Title I meeting along with invitations to LEP/IEP Meetings.	The school will collect agendas, sign-in sheets, surveys, and conference notes from various meetings, progress reports, report cards and assessment reports in multiple languages, photos
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?
The school provides child care during each parent training as well as, Title I Annual Meeting, SAC, and other parent only sponsored events. The school will make home visits for those parents not able to attend parent conferences Activities at the school will also be staggered in time to allow multiple parents to attend.	Flyers indicating multiple days/hours. Home visit logs as needed school/after school logs. SAC agendas highlighting the various meetings

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 in 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. *Evidence* 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
Cholee Lake will provide translation of parent meetings, correspondence and events through the use of Community Language Facilitators. Parents will have access to documents translated in English, Creole and Spanish
Accommodations for parents and families with disabilities (i.e. Hearing or vision impairment, physical limitations)
Cholee Lake is a 21st Century School providing easy accessibility to all parents and visitors. The school's provides ample handicap parking and ramps for easy entrance into the building. There is an elevator to the second floor for any and all parents to use. Cholee Lake works closely with the school district to meet any additional needs arising from our parents and community.
Accommodations for families engaged in migratory work
Parents of Migrant students and/or English Language Learners (ELLs) will be equally included in parent involvement activities and will be informed through either the Migrant Coordinator or the English for Speakers of Other Languages (ESOL) Coordinator. In addition, parents of these students will also be informed of other programs/events that are specific to their child through parent flyers, invitations and/or letters.
Accommodations for families experiencing homelessness
Cholee Lake will provide information to parents and families experiencing homelessness will have access to school information in a variety of forums and settings. Parents will have access to guidance counselors and local agencies to support families.

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 refrest indicate that in the description field along with the dollar amount.