

North Elementary School Title I, Part A Parent and Family Engagement Plan 2020–2021

I, **Dr. Tuuli Robinson**, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. 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 this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. 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 projects, where prohibited.

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 outlined in ESEA Section 8101;
- ✓ Engage the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for family engagement are spent [Section 1116(b)(1) and (c)(3)];
- ✓ Jointly develop/revise with the family that has custodianship of the student the school parent and family engagement policy and distribute it to parents of participating children and make available the parent and family engagement plan 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 parent and family engagement policy and the joint development of the school wide program plan [Section 1116(c)(3)];
- ✓ Use the findings of the parent and family engagement policy review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement policy [Section 1116(a)(2)(C)];
- ✓ 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 and family comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- ✓ Provide to each parent and family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(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 is not certified within the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and
- ✓ Provide each parent and family timely 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)(i)(I) and Section 1112(c)(1)(A)(ii)].

Signature of Principal or Designee

Date Signed

Summary of 2019–2020 Family Engagement and Needs Assessment

This process will help your family engagement committee (which includes parents and other stakeholders) make data-driven decisions about plan implementation for the upcoming year.

| Family Engagement Fiscal Overview | | |
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| Total Parent & Family Allocation for 2019–2020 | Total Family Engagement Funds Expended during 2019–2020 | Total Family Engagement Funds Remaining |
| \$1,650.00 | \$1,648.66 | \$1.34 |
| If you have remaining funds, explain why they were not fully expended? | The funds have been spent on items needed to support parental involvement. | |

| Building Capacity Summary (2019–2020) | | |
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| Family Engagement Data Tracker and APTT Attendance Tracker | | |
| Family Night at Science Fair | 91 | |
| Family Night at Book Fair | 27 | |
| 3rd Grade Family Info Session | 56 | |
| Family Read Night | 7 | |
| Holiday Concert & Family Night | 159 | |
| Kindergarten Bootcamp Graduation | 110 | |
| 4th Grade Family Info Session (St. Aug) | 149 | |
| PTO Meetings | 38 | |
| SAC Meetings | | |
| Open House Family Event | 1232 | |
| Gifted Program Open House and Program Overview | 8 | |
| APTT Rounds *Round 3 (virtual) Rounds 1 & 2 Totals: 765 | 1,308 | |
| Title I Annual Meeting | 98 | |
| Only activities that were included in your school's 19–20 Parent and Family Engagement Plan have been listed. If an activity wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column. | | |

Staff Family Engagement Training Summary (2019–2020)

| Name of Training (add all trainings from the 19-20 school year) | Number of Participants (this number should equal the number listed on sign-in sheets) | Results (How do you know this training session was successful? Include data and/or survey results) |
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| PLCs | | |
| New Teacher Mentor Program | | |
| Only training sessions that were included in your school's 19-20 Parent and Family Engagement Plan have been listed. If a training wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column. | | |

Parent & Family Engagement Plan (PFEP)

North Elementary School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)]

The review and development of the PFEP is held at the end of the school year as an evaluation of your school's family engagement process. This is also an opportunity to connect with parents to start planning for the upcoming school year.

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| 2 | Explain the role of parents in the review and revision of the PFEP? | Information about the meetings was shared with parents via Weekly Memo for Parents and e-mail as well as on Facebook. Participation was solicited to gather input. Parents were asked for additional input via survey (two per grade level). |
| 3 | When will your school distribute and explain the 2020-2021 PFEP to parents and family members? | The plan will be distributed during our 2020-21 beginning of the year Parental Involvement meeting. |
| 4 | Identify the various formats your school will use to distribute the 2020-2021 PFEP? | <ul style="list-style-type: none"> - Parents' e-mail scheduled via Skylert - NES Website - Facebook - Paper copies will be available during our 2020-21 beginning of the year Parental Involvement meeting as well as in the Parents Information binder in our front office. |

North Elementary School shall involve parents, 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a

process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children. [Section 1116(c)(3)]

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| 5 | Describe how parents participate in developing the family engagement program and activities. | Parents participate by attending our Parental Engagement Planning meetings at the end of the school year and by completing the survey to provide input. |
| 6 | Explain the role of parents when developing the schoolwide program. | Parents have an important role in developing our school-wide programs, and they provide input by attending the meetings as well as completing surveys that solicit information about parents' vision for parental involvement in 2020-21. |

Annual Title I Meeting

North Elementary School shall convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved. [Section 1116(c)(1)]

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| 7 | When and where will the annual Title I Meeting take place? | To be determined – close to the beginning of the school year pending updates on COVID-19 |
| 8 | How will parents be notified about the annual Title I meeting? | <ul style="list-style-type: none"> - Parents' e-mail scheduled via Skylert - NES Website - NES Facebook Page - Electronic/online messaging from individual teachers |
| 9 | Who is responsible for conducting the annual Title I meeting? | Principal of the school |

Flexible Meetings

North Elementary School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. [Section 1116(c)(2)]

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| 10 | Describe the types of meetings your school will offer parents. | <ul style="list-style-type: none"> - APTT <ul style="list-style-type: none"> - Whole group meetings - Individual APTT meetings - Monthly Academic Informational Sessions Parents - SAC and PTO |
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| 11 | Describe the flexible meeting schedule your school will offer parents. | <p>According to survey results, parents indicate that they prefer various meeting times (morning, day time, afternoon, and evenings were mentioned).</p> <p>Whole group APTT meetings will be held in the mornings. Individual APTT meetings are scheduled at families' convenience.</p> <p>Monthly Academic Information Sessions, SAC, and PTO meetings are held in the evening, and made available via Zoom.</p> |
| 12 | How will your school assist with transportation, childcare, or home visits when requested? | <p>Meetings will be made available online.</p> <p>Needs for transportation will be evaluated as they arise.</p> |

Communication

North Elementary School shall provide parents of participating children—

- A. timely information about programs under this part;
- B. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
- C. 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, and respond to any such suggestions as soon as practicably possible. [Section 1116(c)(4)]

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| 13 | Describe how your school will provide timely information to parents about Title I, Part A programs and activities throughout the school year? | <ul style="list-style-type: none"> - Parents' e-mail scheduled via Skylert - Skylert phone calls when appropriate - NES Website - NES Facebook Page - Electronic/online messaging from individual teachers - NES Newsletter |
| 14 | List the tools and resources you will use to provide timely information to parents about Title I, Part A programs and activities throughout the school year. | <ul style="list-style-type: none"> - Parents' e-mail scheduled via Skylert - Skylert phone calls when appropriate - NES Website - NES Facebook Page - Electronic/online messaging from individual teachers - NES Newsletter <p>These resources are translated into home language as appropriate.</p> |
| 15 | Give a description and explanation of the curriculum used at your school. | 2019-20 NES Curriculum Guide |
| 16 | Give a description and explanation of the forms of assessment your school uses to | <ul style="list-style-type: none"> - Diagnostic Assessments in iReady for ELA and Math – to evaluate students' state of knowledge three times per year. |

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| | measure student progress. | <ul style="list-style-type: none"> - Ongoing progress monitoring to evaluate students' progress. - Summative evaluation of students' learning through unit assessments. - State assessments, as applicable, to evaluate students' learning. |
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| 17 | Give a description and explanation of the achievement levels students are expected to obtain. | <p>Students are expected to demonstrate one year's worth of growth each school year, and meet the grade level promotion expectations.</p> <p>In kindergarten, students are expected to demonstrate mastery of letters, sounds, and sight words (90%).</p> <p>In third grade, students are required to pass the FSA reading assessment (level 2 or above).</p> |
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| 18 | What decision-making opportunities are available for parents at your school? | Parents are invited to participate in PTO, SAC, and Title I Annual Meeting, and provide input. |
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| 19 | How will the school communicate opportunities for parents to participate in decision-making? | <ul style="list-style-type: none"> - Parents' e-mail scheduled via Skylert - Skylert phone calls when appropriate - NES Website - NES Facebook Page - Electronic/online messaging from individual teachers - NES Newsletter |
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If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. [Section 1116(c)(5)]

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| 20 | Briefly describe how and when the schoolwide program plan is explained to parents. Also, how will your school address unsatisfied parents? | <p>The information is disseminated to parents using the media listed in the fields above.</p> <p>Parent concerns are addressed and included in future decisions making, when appropriate.</p> |
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Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **North Elementary School** shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children. [Section 1116(e)(1)]

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| 21 | Name of Activity | List resources provided to assist parents | List actions provided to assist parents |
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| APTT | <ul style="list-style-type: none"> • APTT folders (to include goal setting sheets as well as grade-level resources) • APTT presentation • Students' progress reports • iReady Family Report outlining specific strategies to help students | <ul style="list-style-type: none"> • Plan and present APTT meetings • Plan and hold individual APTT meeting |
| Title I Annual Meeting | <ul style="list-style-type: none"> • Title I Annual Meeting Powerpoint and Handouts | <ul style="list-style-type: none"> • Update and present the Title I Annual Meeting Powerpoint and solicit input, at the Title I Annual Meeting |
| Parents' Monthly Academic Information Sessions | <ul style="list-style-type: none"> • Varies | <ul style="list-style-type: none"> • Plan and present topics that are pertinent to students' learning in various grade levels, throughout the year • Include parent volunteers in events as appropriate |

North Elementary School shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement. [Section 1116(e)(2)]

| 22 | Name of Activity | List resources provided to assist parents | List actions provided to assist parents |
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North Elementary School shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, 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 ties between parents and the school. [Section 1116(e)(3)]

| 23 | Name of Activity | List activities (such as book studies, PLCs focusing on family engagement, on-site PD, training venues) | Describe the role of parents when developing training sessions |
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North Elementary School shall to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, including but not limited to, other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. [Section 1116(e)(4)]

| 24 | Name of Program | List examples of coordination and integration with other programs (examples of coordination) |
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| | Individuals with Disabilities Education Act (IDEA) | Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP. |
| | Title I, Part C | Migrant Advocates – Services include translation, home visits, referrals to outside agencies, ensuring parents attend all school based family engagement and academic progress meetings |
| | Title IV, Part A | <ul style="list-style-type: none"> Science Olympiad tutor salaries/benefits, transportation materials and supplies Ripple Effects Professional Development for guidance counselors, new administrators and mental health counselors |

North Elementary School shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. [Section 1116(e)(5)]

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| 25 | How will your school share information in a format and language that parents and families can understand? | North Elementary School will make the Parent and Family Engagement Plan (PFEP) available to parents in English and Spanish on the school's website. A hard copy of the PFEP will be located in the Parents Information Binder, located in the front office, and copied upon parent request. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in parent meetings. American Sign Language (ASL) translation services will also be made available upon parent request. |
| 26 | What languages are spoken by the families and students in your school? | English, Spanish |

North Elementary School shall provide such other reasonable support for family engagement activities as parents may request. [Section 1116(e)(14)]

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| 27 | Family Engagement Program or Service | Describe other types of PFE programs or services provided by the school or frequently requested by parents and families (such as: high school equivalency programs, English classes, access to computers) |
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| NA | Any parental requests will be evaluated and addressed as they occur. |
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Barriers

Identify barriers that hindered the participation and involvement of parents and family members during the 2019–2020 school year (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). Then, describe the steps that will be taken during the 2020–2021 school year.

| 28 | Barrier | Steps to Overcome the Barrier |
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| | Language Barrier | Translation service when available |
| | Work schedules of parents | Consider various meeting dates/times |
| | Lack of transportation | This barrier is difficult to overcome; NES will offer online meeting options and consider home visits when appropriate. |

Title I Family Engagement Survey Results

Using your 2019–2020 Title I Family Engagement survey results, choose a minimum of two (2) questions to address during the upcoming school year. [19–20 FE Survey Results \(ENGLISH\)](#) [\(SPANISH\)](#)

| 29 | Topic | Question # | Actions, Activities, and Evidence of Effectiveness |
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| | Helping families participate in decision making (time constraints) | 16 | NES will offer online meeting opportunities. Evidence of participation – Participants' list in online meetings; Evidence of Effectiveness – Parent surveys |
| | Participation in activities; making resources available online | 34 | Utilize ZOOM and other online platforms to make content available for families. |

Evidence of Parent & Family Input in the Development of the Plan

Upload Parent–School Compact to your [school FE Folder](#).

Upload Evidence of Parent Involvement in Development of Parent-School Compact to your [school FE Folder](#).

Upload Family Engagement meeting sign-in sheets, agendas, minutes, invitations to parents, etc. to your [school FE Folder](#).

- ★ **Note:** As a component of the school-level family engagement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.
- ★ **NEW:** Compacts must be discussed and signed during parent-teacher conferences (**only applies to elementary**).
- ★ **NEW:** Compacts must be signed by all parties (**applies to elementary, middle and high**).