

2020-2021 TITLE I PART A PARENT & FAMILY ENGAGEMENT PLAN & POLICIES

CLAY COUNTY DISTRICT SCHOOLS

School Name: Ridgeview Elementary School



School-Wide Parent and Family Engagement Mission Statement

Our mission is to work collaboratively with all stakeholders to provide a public education experience that is motivating, challenging, and rewarding for all children. We will increase student achievement by providing students with learning opportunities that are rigorous, relevant and transcend beyond the boundaries of the school walls. We will ensure a working and learning environment built upon honesty, integrity, and respect. Through these values, we will maximize student potential and promote individual responsibility.

With this mission statement in mind, our staff will have the mindset that their job is not to prepare our students for something, but to prepare them for anything!

Assurances

Assurance 9, Certification: The LEA will ensure that all teachers and paraprofessionals working in a program supported with funds under this part meet applicable state certification and licensure requirements, including any requirements for certification obtained through alternative routes to certification. §1112(c)(6). The LEA will also ensure parents are notified appropriately according to the "Parents Right-To-Know" provision. §1112(e)(1)(A-B)

- At the start of each school year (in a timely manner), and LEA that receives Title I, Part A funds must inform/notify parents of each student attending a Title I school that they have the right to request information about their child's classroom teacher and, if applicable, the services provided by their paraprofessionals, as well as the paraprofessionals qualifications.
- When a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified, but teaching out-of-field, the LEA must provide written notification to each parent in a timely manner. This notification should be timely and in letter form on LEA or school letterhead. Newsletters are not always timely and bring about providing information about a teacher's qualification for a specific classroom or grade that does not affect all parents. Notification may be disseminated via student backpack, U.S. mail, and meeting with parents.

Assurance 11a, Parent Consultation: The LEA will ensure that in order to receive parent and family engagement funds under section 1116 the agency will conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs assisted under this part consistent with section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Assurance 11b, School Parent and Family Engagement Policy: The LEA will ensure that all requirements outlined in section 1116(b)(1-4) are met.

"Discovering Endless Possibilities"

- Each school served under this part 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 section 1116 (c-f) and Assurance 11-c-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.
- If the school has a parent and family engagement policy that applies to all parents and family members, such school may amend that policy, if necessary, to meet the requirements of this subsection.
- If the LEA involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, such agency may amend that policy, if necessary, to meet the requirements of this subsection.
- If the plan under section 1112 is not satisfactory to the parents of participating children, the LEA shall submit any parent comments with such plan when such LEA submits the plan to the state.

Assurance 11c, Policy Involvement: The LEA will ensure that each school served under this part shall meet all the requirements outlined in section 1116(c)(1-5).

- 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.
- 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.
- 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.
- 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 Florida's challenging 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.
- 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 LEA.

Assurance 11d, Shared Responsibilities for High Student Academic Achievement: The LEA will ensure that all requirements outlined in section 1116(d)(1-2) are met.

- As a component of the school-level parent and family engagement policy developed under subsection (b), each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the Florida's challenging academic standards. Such compact shall — (1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the Florida's challenging academic standards, and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom, and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and (2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum — (A) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the individual child's achievement; (B) frequent reports to parents on their children's progress; (C) reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and (D) ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Assurance 11e, 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, each school and LEA assisted under this part will meet the requirements outlined in section 1116(e)(1-14).

Assurance 11e, 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, each school and LEA assisted under this part will meet the requirements outlined in section 1116(e)(1-14).

Assurance 11f, Accessibility: The LEA ensures in carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

Administrative Signature of Assurances:



Involvement of Parents in the Decision-Making Process

The LEA will ensure that each school served under this part shall meet all the requirements outlined in section 1116(c)(1-5). 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.

How will your school involve parents/families in the decision-making process of your Title I program?	Ridgeview Elementary involves parents in the planning, review, and improvement of the Title I programs through the responses and comments on the annual Parent Climate Survey, recommendations submitted by the quarterly School Advisory Council meetings, and parent suggestions throughout the year gathered from feedback forms completed at parent involvement activities as well as the feedback provided on the Title I Spring Annual Survey.
How Title I funds will be used for parent/family engagement activities and policies at your school?	Title I funds will be used for parent/family engagement activities to provide parents with opportunities to support their children's academic progress. Funds will be utilized to purchase materials for take-aways, books, supplies, and other educational materials that will help parents support academics. Food will be provided at events offered during meal times only.
How will your school ensure adequate representation of parents of participating children in the decision-making process?	Our school will ensure adequate representation of parents participating in the decision making progress through parent feedback forms, surveys, and input through the School Advisory Council.
Describe how your school will involve parents (in an organized, ongoing and timely way) in planning, reviewing and the improvement of programs and policies?	Ridgeview will involve parents in planning, reviewing, and improving programs and policies through the School Advisory Council, parent feedback of events, and Title I surveys.
If requested by parents, how will your school respond to opportunities	Upon parental requests, conferences will be scheduled in a timely manner to discuss

appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible?	decision-making regarding the education of students at Ridgeview Elementary.
What method of evaluation do you utilize to review and design more effective parent/family engagement strategies and policies?	Administration and Title I lead review parent feedback forms after each event to establish effectiveness, events are discussed during School Advisory Council meetings.
How will the plan be made available to the community?	Our plan will be shared on the RVE website, linked on the RVE Facebook, provided in the parent portal, and distributed to SAC members. Copies will be made available in the front office.

*If any part of this policy or plan is not satisfactory to the parents, please note within the plan and submit to the district-level Title I representative.

Coordination and Integration

1. Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].
2. Describe how the agency will involve parents and family members in jointly developing the LEA plan under section 1112, and the development of support and improvement plans under paragraphs (1-2) of section 1111(d). How will the schools (in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance) include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.

PROGRAM/COMMUNITY REPRESENTATIVE (WHO?)	COORDINATION (HOW WILL THEY BE INVOLVED?)
Title III	ESOL services are available for qualified students - Interpreters provided as needed for communication with families.
IDEA	ESE services are available for qualified students. Parents are involved in student educational decisions regarding services provided during conferences.
The MTSS/ITF	This process is continual throughout the year to ensure students receive needed

	interventions. Communication with parents through conferences keeps parents informed of student progress. Parents are encouraged to be a part of all educational decisions.
IEPs and 504s	IEPs are developed for qualified students to ensure needs are met. 504s are developed for qualified students to ensure needs are met. Parents are part of the IEP and 504 development. Parents serve as equal partners in the educational decisions of their students. Parents are informed of accommodations and progress towards goals with regular updates sent home with report cards and during annual meetings. Interim meetings may be held at any time with a parent request to discuss concerns they may have.
Kindergarten pre-screening	Students are assessed during the summer to ensure a successful transition to kindergarten through developmentally appropriate activities

Annual Parent Meeting

The LEA will ensure that each school served under this part shall meet all the requirements outlined in section 1116(c)(1-5). Describe the steps the LEA will 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.

Date and time of Title I Annual Parent Meeting	September/October 2020
Describe the Title I Annual Parent Meeting (Including how parents were notified in a timely manner and what materials were utilized.)	Parents will be notified through FaceBook and flyers sent home with students. Principal will utilize Google Meets for the annual meeting slideshow.
Describe how your meeting will communication information regarding: <ul style="list-style-type: none"> • The Title I Program (Benefits and how it affects your school) • Parents Right to Know • Qualifications of Teachers or Paraprofessionals • Notification of Teacher(s) who are out for more than 4 consecutive weeks • Ways Families Can Offer Suggestions/Feedback • How Parents Can Access Academic Achievement Results 	<p>Title I program provides supplemental funding to support current programs. With this funding RVE hires state certified teachers and support staff to work in classrooms with students in small groups while providing remediation or intensive learning support. We also use funding to purchase supplemental programs, materials, and upgraded technology. Title I also provides funding for Parent Involvement events and activities!</p> <p>Parents have a right to know that all of their children's teachers are state-certified and paraprofessionals are highly-qualified. Right to Know newsletters are sent home in Tuesday folders and are also available on the school website or in the front office.</p> <p>All teachers are state certified and paraprofessionals are highly-qualified.</p> <p>Parents will be notified by a letter from the principal if their child's teacher is out for more than four consecutive weeks.</p> <p>Families can offer suggestions/feedback by joining the SAC committee, completing Title I surveys, and completing feedback forms at every Title I event.</p> <p>Parents can access academic achievement results through the FOCUS parent portal, FSA scores are mailed home, or can be picked up in the front office. Parents may request report cards or interim reports be mailed home.</p>
How will you determine the effectiveness of the Title I Annual Parent Meeting?	Parents will complete a feedback form at the end of the meeting that will ask specifically how their knowledge of Title I has increased.

Flexible Parent Meetings

The LEA will ensure that each school served under this part shall meet all the requirements outlined in section 1116(c)(1-5). 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.

Describe how you provide flexible dates and times for parent and family engagement activities, so that all parents may have an opportunity to attend.	Parent and Family activities are offered in the morning, evening, and during the school day to accommodate scheduling conflicts
Describe what child care, home visits, transportation and/or varied language services are provided by your school.	We provide written material in the student's home language, transportation for our special needs students, and home visits via school social worker for special circumstances.
Barriers: Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities.	Barriers that hindered participation were conflicting work schedules, lack of transportation, language barriers, younger siblings and lack of childcare, Covid-19 pandemic.
Barriers: What steps will the school take to overcome these barriers?	Social worker can provide transportation to events upon request, Parents can participate in conferences/meetings via telephone or virtual conferences. Reports, student achievement data, and information can be shared in the parent's home language as requested. school events will be open to all family members with activities to include younger siblings as appropriate.
Evaluations: How will you obtain feedback regarding parent and family engagement activities?	Evaluation forms are created and made available for parent feedback at every parent event.
Accessibility: Describe how the school to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.	All parents and families are invited to activities, which are offered at various times on various days. Invitations, forms, and reports are offered in the students home language. Interpreters are offered during meetings upon request. All classrooms and common areas are handicapped accessible.

Building Capacity of Parents & Staff

Describe how the school will ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, each school and LEA assisted under this part will meet the requirements outlined in [section 1116\(e\)\(1-14\)](#).

*This section should align with your school's Comprehensive Needs Assessment.

Parent & Family Engagement Activity (Included anything your school will be using 6150 funds for.) (Include activities, trainings, staff, materials, programs)	Researched-Based Rationale (You may hyperlink the research.)	Timeline of Event (Tentative Date/Time)	Evaluation Method
Kindergarten Orientation	https://www.ecs.org/wp-content/uploads/Transitions-and-Alignment-From-Preschool-to-Kindergarten.pdf	August 2020	Sign-In Sheet
Orientation	https://www.waterford.org/education/two-way-communication-parent-engagement/	August 2020	Sign-In Sheet
Annual Title I Parent Meeting	https://scholar.harvard.edu/files/mkraft/files/kraft_dougherty_teacher_communication_jree.pdf	Fall 2020	Parent Feedback Form through Google Classrooms/Facebook, Annual Survey
Open House through Google Classroom	https://www.waterford.org/education/two-way-communication-parent-engagement/	Fall 2020	Parent Feedback Form through Google Classrooms/Facebook, Annual Survey
Eureka Math Night	https://greatminds.org/math https://www.psychologicalscience.org/news/releases/parents-math-anxiety-can-undermine-childrens-math-achievement.html	Fall 2020	Parent Feedback Form through Google Classrooms/Facebook, Annual Survey

"Discovering Endless Possibilities"

Winter STEAM Night	https://leclkc.ohs.acf.hhs.gov/sites/default/files/pdf/steam-ipdf.pdf	Winter/Spring 2020/2021	Parent Feedback Form through Google Classrooms/FaceBook, Annual Survey
Dudes and Data Chats (Pending Covid Restrictions)	https://www.edweek.org/tm/articles/2016/02/10/empowering-students-with-data.html	Winter/Spring 2020/2021	Sign-In Sheets, Completed Student-Led Conference Forms
Daddy/Daughter Math Extravaganza (Pending Covid Restrictions)	https://news.umich.edu/how-dads-influence-their-daughters-interest-in-math/ https://www.psychologicalscience.org/news/releases/parents-math-anxiety-can-undermine-childrens-math-achievement.html	Winter 2021	Sign-In Sheets - Feedback Form
Mother/Son STEAM Minute to Win It (Pending Covid Restrictions)	https://schoolofscience.com/6-benefits-of-steam-education/	Spring 2021	Sign In Sheets, Feedback Form
Literacy Field Day (Pending Covid Restrictions)	https://files.eric.ed.gov/fulltext/ED496346.pdf https://www.gse.harvard.edu/news/uk/08/05/family-involvement-and-childrens-literacy	Spring 2021	Sign In Sheets, Feedback Forms

“Discovering Endless Possibilities”

Building Capacity of Teachers

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

Title	Purpose?	Training Format (Workshop, book study...) Presenter?	Intended Audience	Timeline
School Improvement Plan and Title I Making the Connection	To improve understanding of how the School Improvement Plan drives our Title I goals of increasing student achievement. To help staff understand our school's goals and how it all connects	Tiffany Bazemore	RVE Teachers	Fall 2020

Communication

Assurance 9	How do you distribute the "Right-to-Know" policies?	Right to Know policies are distributed to students in backpack and at orientation. Right to Know policies are given to parents upon enrollment. The Right To Know Policies are also posted on Facebook, made available on the school website, or mailed home as needed.
Assurance 9	How do you notify each family, in a timely manner when their child has been assigned or taught for four or more consecutive weeks by a teacher out of field?	Correspondence from principal to parents are sent home with students or mailed home as needed.
Assurance 11c	Describe how parents are informed of the curriculum, forms of assessment used to measure student progress and achievement expectations.	Parent portal, conferences, IEP meetings, information sent home, Title I Annual Meeting, Open House, parent events. Communications may also be mailed home when necessary.

"Discovering Endless Possibilities"

Assurance 11d/f	Describe how the school will provide each family an individualized report of their student(s) progress on the state assessment.	FSA results are sent home, Facebook & website notification that results are ready - FSA scores will not be available for the 20-21 school year due to Covid-19 pandemic. Communication of assessment results will be mailed home when necessary.
Assurance 11d	How do you ensure that your school holds parent-teacher conferences, at least annually, of which the compact is discussed as it relates to student achievement?	Signed compacts are collected from teachers
Assurance 11d/f	Describe how 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.	Right to Know Policy in Spanish is provided by District Title I personnel and made available on the school website, a copy is in the front office, and policies can be made available in other languages based on need upon request.
Assurance 11d	Describe how the plan/policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.	Right to Know policies are made available on the school website. Changes are updated through the district process.