

Westside Elementary School
Title I, Part A Parent and Family Engagement Plan
2020-21

I, **Dennis Dotson**, 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 project, where prohibited.



Signature of Principal or Designee

10/1/2020

Date Signed

Due to COVID-19, the Columbia County School District is restricting access to all areas of school campuses to outside visitors. This restriction will last until the district can determine that it is safe for our students, parents, faculty, and staff to return to normal operations. Therefore, parent and family engagement activities will be virtual and recorded for open unlimited access through the school's website and social media.

Mission Statement

Parental Involvement Mission Statement

Response:

The Parent and Family Engagement Plan at Westside Elementary encourages student achievement and strives to create and maintain a family friendly atmosphere where open communication is established and information for academic success is shared by all parents, students, teachers, and administrators.

The staff of Westside Elementary, in collaboration with parents and the community, establishes high expectations for all students by providing a safe, nurturing environment where students have the opportunity to become productive, knowledgeable, and responsible citizens.

Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for Title I will be used (ESEA Section 1116).

Response:

Parent Information and opportunities to become involved will be provided to all students throughout the school year. Westside Elementary will offer the following activities to all parents: Meet Your Teacher Day, Open House, Title 1 Annual Meeting, School Wide Parent- Teacher Conferences, Volunteer Orientation, Parent Workshops, SAC meetings, PTO meetings, and other school events.

Information concerning time, dates and activities will be available in newsletters, on the marquee, through take home flyers, on the website, on the Facebook page, and through automated school messenger call outs and text messages.

The School Advisory Council is the decision-making entity of the school that includes at least fifty-one percent parent members. Parents will be encouraged to join SAC and have the opportunity to participate in preparing, reviewing, and approving the Parent and Family Engagement Plan and School Involvement Plan for Westside Elementary.

The SAC committee will review and report on parent attendance and evaluation for all activities at the SAC meetings.

As part of SAC/PTO, the use of parental Involvement funds will be discussed at SAC/PTO meetings. Parental input and suggestions on allocation of funds will be discussed and taken into consideration. Funding will also be discussed at the Annual Title 1 Meeting held no later than the first six weeks of school. Our documentation of parent participation in these events will include agendas, minutes of SAC/PTO meetings, surveys, and sign-in sheets.

Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent involvement programs and activities with 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))"

Kindergarten Round-up is scheduled to inform parents and/or legal guardians of incoming Kindergarten students of the expectations, standards, grading procedures, and testing of Kindergarten students. Schools coordinate with Head Start, VPK programs, and daycare centers to ensure that as many children as possible participate in Kindergarten Round-up. Each school's Curriculum Resource Teacher coordinates with Head Start programs to receive student-specific academic information that is distributed to each respective Kindergarten teacher.

The Parent Resource Room is open daily from 8:00 A.M. to 2:00 P.M. After school hours can be scheduled for parents unable to access the resource room during the school day. Resources are available for parent and teacher check-out to assist with academic improvement at home.

Program	Coordination
IDEA	Funding supports are integrated and coordinated with parent involvement and activities that teach parents how to help their child at home based on a comprehensive needs assessment..
Title I, Part C - Migrant Students	Funding supports are integrated and coordinated with parent involvement and activities that teach parents how to help their child at home.
Title II	Funding supports are integrated and coordinated to provide professional development in accordance with the district plan based on a comprehensive needs assessment..
Title III - ELL Students	Funding supports are integrated and coordinated with parent involvement and activities that teach parents how to help their child at home.
Title IV	Funding provides students with a well-rounded education in the area of STEAM (Science, Technology, Engineering, Arts, and Math). The STEAM program incorporates safe and healthy students, safe schools, and parent and family engagement components.
Title V	Coordinates with Title I objectives and ensure consistency across the district with web-based software that can be used at home with parents to help their child improve academically.

Title IX - Homeless Education	The district receives funds to provide resources (social work and tutoring) for students identified as homeless under the McKinney-Vento Act to eliminate barriers for free and appropriate education.
Suwannee Valley 4 C's Head Start, Early Learning Coalition of Fl. Gateway (ELC) and community daycares.	Community preschool children and their parents will be invited to a school tour and kindergarten screening. Fliers are provided to community businesses, churches, daycares with information regarding what to expect, as well as how to assist children in preparing for school. Schools work with the Early Learning Coalition to register and enroll students in the VPK program. In addition, they coordinate on grants that support school-based VPK students. This partnership ensures students are Kindergarten ready.

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), [Section 1116(c)(1)]. How will the school offer a flexible number of meetings, such as meeting in the morning or evening. LEAs may provide transportation, child care, or home visits, as such services related to parental involvement. [Section 1116(c)(2)]

Response:

Flyers are sent home advertising the meeting days and time for the Title I Annual Meeting.

A PowerPoint is presented by the Curriculum Resource Teacher to explain all aspects of being a Title I school. Handouts are available for parents. Information included in the PPT includes, but is not limited to:

- Timely information about Title I, Part A programs (including how a schoolwide program works),
- A description and explanation of the curriculum in use at the school,
- the forms of academic assessment used to measure student progress,
- the achievement levels of the challenging State academic standards, and
- opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, if requested. (section 1116(c)(4)(A)-(C))

The Annual Parent Meeting will be recorded and placed on the school's website and social media account. Parents will be notified in writing about how to access the recording of the virtual Annual Parent Meeting. The recording will remain on the school's website for the duration of the 2020-2021 school year.

The Title I Brochure, developed in a parent friendly format explaining all aspects of the Parent and Family Engagement Plan and Title I school, is distributed to parents annually.

School Newsletter are distributed at the beginning of each month with Title I information and updates.

Activity/Tasks	Frequency	Person Responsible	Timeline	Evidence of Effectiveness
Annual Title I Meeting (Title I program, Type of Program, School Grade, Florida Schools Report Card, Rights of Parents)	annually	Curriculum Resource Teacher and Principal	August and September 2020	Curriculum Resource Teacher will maintain copies of flyers, agendas, schoolmessenger call-out, sign-in sheets, and handouts. At least 20% of parents will attend one of the Title I Annual Meetings.
School Newsletter (Title I Updates)	Monthly	Curriculum Resource	Monthly September	Curriculum Resource Teacher will maintain copies of each month's School Newsletter with Title I Updates

		Teacher and Principal	through May	
Title I Brochure	on-going	Curriculum Resource Teacher and Clerk-Typist	On-going	Increased awareness of the Title I Program based on the program surveys. Curriculum Resource Teacher will distribute to all current students. Clerk-Typist will distribute to all new enrollees as part of the New Student Packet.
Parent Notification Letters / Flyers	annually	Curriculum Resource Teacher, Principal, and Classroom Teachers	August and September 2020	Curriculum Resource Teacher will maintain copies of flyers sent home advertising each scheduled Annual Title I Meeting

Parent Notifications

Describe how the school will provide each family with timely notification of their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Response:

The "Parents Right to Know" notification letters are sent home through the student backpacks at the beginning of the school year. Additionally, for students that enroll at the school throughout the year, the Parents Right to Know notification is included in the school's registration packet.

Describe 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 or does not meet the state licensure requirements.

Response:

An "Out of Field" notification letter is sent home with each student that is being taught for four or more weeks by a teacher that is out-of-field or does not meet the state requirements for licensure. Additionally, for students that enroll at the school throughout the year, a notification is included in the registration packet if the child is being assigned to a teacher that is out-of-field or does not meet the state requirement for licensure.

How will the school provide each family with an individualized annual report about the performance of their child(ren) on the State and Local assessment (ESEA Section 1116 - Florida State Statute 1008.22)

Response:

Local testing for progress monitoring includes i-Ready and Performance Matters.

i-Ready Diagnostic assessment is conducted three times per year (beginning, middle, and end) in reading and math for kindergarten through fifth grade. Results from these assessments are reviewed with parents at conferences and reports are sent home.

Performance Matters assessments for third through fifth grade Science are given three times per year. Results are sent home in a timely manner and discussed during parent conferences.

State testing includes FSA Reading and Math for grades three through five and Science for grade five. Individualized results provided by the state are distributed to parents in a timely manner upon receipt of

the reports from the Florida Department of Education. Parents are notified through the automated callout system when results are available.

The Florida Kindergarten Readiness assessment is given at the beginning of each school year for students that are entering Kindergarten for the first time. The individualized assessment results are sent home in a timely manner upon receipt of the reports from the Florida Department of Education.

Each parent is provided with access to their child's academic records through an online parent portal - FOCUS. Parents are encouraged to access their child's state testing results as well as their child's academic progress in each subject area in real-time.

How will the school make widely available through public means (including by posting in a clear and easily accessible manner on the LEA's website and, where practicable, on the website of each school served by the LEA) for each grade served by the LEA, information on each assessment required by the State, and where such information is available and feasible to report, assessments required district-wide by the LEA (section 112(e)(2)(B))

Response:

A testing transparency question and answer document is placed on the district website and on each school's website. The question and answer document includes information on each assessment required by the State and required district-wide. The testing requirements for each grade level, type of test and test dates are included. Additionally, The document address frequently asked questions and answers and where to find state and federal law that requires each assessment. In addition, the document provides information on how to contact the district testing and accountability coordinator. The document can be found on each website under Parents Right to Know - Assessments.

How will the school inform parents of English learners identified for participation or participating in a language instruction educational program as determined under Title III of the information listed in section 1112(e)(3)(A)(i)-(viii) not later than 30 days after the beginning of the school year. (section 1112(e)(3)(A))

Response:

The school informs parents of identified English learners for participation and those already participating in a language instruction educational program no later than 30 days after the beginning of the school year by sending home a standardized letter. The letter either specifies that the student qualifies for ESOL services for either initial placement, or continuing placement, outlining data from standardized assessments and any other relevant sources. For continuing placement, the school's ELL Coordinator also updates student ELL plans annually, which includes convening the school's ELL Committee. Parents/guardians are invited to attend these committee meetings and give input into their student's ELL plan and to make relevant recommendations. An ELL Committee is not required for initial placement if ELL screening scores alone are enough to justify placement, however, parents are still notified through the standardized form. Through this form, parents are also informed of their right to decline Title III services, if they so choose.

How will the school inform parents of children who have not been identified as English learners prior to the beginning of the school year but are identified as English learners during the school year of the information listed in section 1112(e)(3)(A)(i)-(viii) during the first 2 weeks of the child being placed in a language instruction education program. (section 1112(e)(3)(B)).

Response:

The school informs parents of newly identified English learners through a standardized letter. The letter either specifies that the student qualifies for ESOL services for initial placement, outlining data from standardized assessments and any other relevant sources. An ELL Committee is not required for initial placement if ELL screening scores alone are enough to justify placement, however, parents are still notified through the standardized form. Through this form, parents are also informed of their right to decline Title III services,

if they so choose. If a student is being considered for placement in ESOL services based on criteria other than ELL screening assessments, an ELL Committee is convened and parents are formally invited to be a part of the committee and provide input into the recommendation for or against ELL services for their student.

Flexible Parent Meetings

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

Response:

Westside will offer parent workshops and parent -teacher conferences at various times during the day. According to the parent survey, mornings or evenings would work best for over 71% of our parents and Tuesday and/or Friday is the preference of the surveys. Volunteer Orientations will be held in the mornings, afternoons, and evenings on different days, to allow for parents to attend either time, when available due to Covid 19. Title 1 funds will be allocated for funding of the above when necessary. When applicable, Westside Elementary will provide childcare for students during parent workshops. Westside will incorporate and provide "refreshments and/or incentives" for those attending and present at the workshops/events at various times, when applicable. The CRT is available to meet at any time to review information for the parents.

Building Capacity

How will the school implement activities that will build the capacity for meaningful parent/family involvement?

Response:

Westside shall provide training and materials to parents with monitoring their child's progress and working with educators to improve the achievement of their children through parent workshops. Westside will provide, literacy trainings, mathematics, and science as appropriate to foster parent involvement. Westside shall ensure that information related to the school and parent program, meetings, and other activities is sent to parents in the language parents can understand. Responses from Title 1 survey, school data and parent input will drive the implementation of the activities. Activities will be virtual until we are able to have people on campus due to Covid 19.

How will the school implement activities that will build relationships with the community to improve student achievement?

Response:

Westside 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 parents programs, and build ties between parent and the school. Westside has members from the community to present to the students/parents, volunteer in the classroom and perform read alouds, and serve on the SAC committee.

How will the school provide materials and trainings to assist parents / families to work with their child to improve their child's academic achievement?

Response:

Westside 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. Literacy and math trainings will be available to parents throughout the year to assist parent and families on ways to improve their child's academic achievement. We will have materials available for parents to reinforce the trainings. Home to school planners are available to parents as another way of communication. The Curriculum Resource

Teacher is available at times to provide assistance to parents and assist parents in selecting materials from the resource room.

How will the school provide other reasonable support for parent and family engagement activities? (ESEA Section 1116).

Response:

Westside shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Federal, State, and local 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.

List of Activities

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Parent/Teacher Conferences -State and local assessments will be discussed during individual conferences held at least 2 times a year.	Curriculum Resource Teacher and All grade level Teachers	Increased student achievement and parent understanding of each child's progress.	Aug. 2020 - May. 2021	100% of parents will attend at least 2 parent conferences
Opportunities will be provided for parents to learn about grade level expectations, assessments, and strategies to use at home. (Parent College Nights)	Grade level teams, Instructional Coach, Curriculum Resource Teacher	Increased parental understanding of strategies to use with their children at home. *Sept. 2020-May 2021	Sept. 2020- May 2021	Participation in Family Workshops focused on increasing parent understanding of grade level expectations will increase by at least 2%.
Kindergarten Orientation where parents are informed about the Kindergarten Curriculum.	Curriculum Resource Teacher, Kindergarten Teacher's, Assistant Principal, and Principal	Provide information to parents on what is expected and what is tested in Kindergarten.	Spring 2021	Sign-in sheets from K Round Up, flyers, and Kindergarten handbook given out at the program.

SAC Meetings- where explanation of state and local assessment results are discussed, and input from parents is encouraged on issues such as: funding and school programs.	Teachers and staff, Principal, Curriculum Resource Teacher.	Improve the ability of parents and school staff to work effectively together.	Fall 2020-Spring 2021	Flyers, minutes, and sign-in sheets will show an overall increase in attendance.
Volunteer Orientations -postponed due to COVID 19	Curriculum Resource Teacher	Provide information to parents on what they can do to assist the teacher in the classroom. Student achievement will be enhanced when additional support is available.	September 2020 and as needed throughout the 2020-2021 school year	Increase the number of volunteer hours in the classroom, indicated by sign-in sheets/Raptor system.
Annual Title 1 Meeting - discussion of Title 1 requirements and school activities that support the home school connection. (Virtual due to Covid 19 limitations on campus.)	Curriculum Resource Teacher	Parents will gain knowledge and increase understanding of ways in which they can support their student's achievement through available Title 1 resources.	September 2020-ongoing as new students /parents register at Westside.	The number of parents attending the Annual Title 1 meeting will increase by at least 2%. Samples of agendas, sign in sheets and printouts of information presented to parents
Open House - parents have the opportunity to receive information on grade level expectations, state and local assessments, and ways to become	Teachers, Curriculum, Resource Teacher, Assistant Principal, Principal	Parent understanding of assessments will enhance student achievement.	September 2020 (if possible due to Covid-19 restrictions) -limited number/ scheduled for individual families.	Increase in parental knowledge of grade level expectations; Samples of sign In sheets

involved in their child's education (cancelled/postponed due to Covid 19)				
Publish and distribute school newsletters which will increase parents' knowledge of the curriculum, instruction, and assessments used at school improve academic achievement.	Principal, Assistant Principal, Curriculum Resource Teacher	Enhanced student achievement as a result of providing specific strategies for parents such as homework strategies and reading/math strategies to use at home with their student.	Throughout the 2020-2021 year	At least 4 out of 8 newsletters will include information to parents on local and state assessments and strategies that parents can do at home with their children in reading and math.
Notify parents about school functions via automated phone system.	School personnel	Increase communication with parents: provide updates on school functions and reminders of upcoming events.	Throughout the 2020-2021 year	Increase participation of school functions as documented by log of calls from School Messenger callout system and Remind 101 texts/emails.
Maintenance of school web site with links to informative sites for parents and students.	Media, Principal	More informed parents should support student achievement.	Ongoing throughout the 2020-2021 school year	Evidence of parental knowledge of available school resources will be noted in yearly Title 1 surveys.
Parent Resource Room - available resources to use at home.	Curriculum Resource Teacher	More resources for parents, will be able to support student achievement.	Ongoing throughout the 2020-2021 school year	Evidence of parental knowledge of available school resources will be noted in yearly Title 1

				surveys.
Curriculum Nights- Math, Reading, Comprehension, Science, Writing, STEM (some will be virtual until we are able to have on campus activities due to Covid 19)	Curriculum Resource Teacher, Instructional Coach, Grade-level teachers	Increased student achievement and parent understanding of each child's progress.	3-4 times throughout the 2020-2021 school year	Participation in curriculum nights focused on increasing parent-student understanding of grade level curriculum will increase by at least 2%.

Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, and other school leaders and other staff with the assistance of parents / families in the value and utility of contributions of parents and families?

Response:

Westside will meet with our teachers on how to Welcome Parents "from a Distance" during limited access on campus. Summer activity packets will be sent home with students, the video Summer slump will be shown to share the importance of working over the summer. Curriculum Resource Teacher will provide trainings for the effective use of volunteers to all teachers. The principal will share effective parent involvement strategies during the Annual Title 1 Meeting.

List of Activities

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
The importance of Parent Involvement	Curriculum Resource Teacher	Increased student achievement and attendance at school.	Ongoing	Increased communication between parent and teachers as indicated by sign in sheets and parent conferences.
Asking and valuing Parent Input	CRT	building relationships will result in higher student achievement	Sept-May	Positive results from Title 1 survey
Volunteer training for Teachers	CRT	provide opportunities for teachers to share ways to utilize volunteers in the classroom in order to improve student academics	Sept - May	Increase number of parent volunteer hours
Engaging Parents During the COVID-19 Pandemic	CRT and Instructional Coach	With the increase in parent engagement a partnership will be formed resulting in increased student	August/ September	PD survey, samples of teacher communication with parents

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents / families, in how to reach out to, communicate with, and work with parents / families as equal partners?

Response:

Westside 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 parent and school in the following ways:

List of Activities

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Beginning of the year welcome calls/postcards/Remind 101	teachers	Increased student achievement and increased positive parental perception of the school.	Aug.- Sept	positive results from the Title 1 parent survey.
use the school website to reach out and build ties between parent and school	Administration, Tech teacher, CRT	increased awareness of positive activities and programs implemented at the school for parent engagement and implemented to support student achievement.	Sept-May	positive results from the Title 1 parent survey.
parent conferences	principal, instructional coach, CRT	Effective communication during a conference assist parents with how their child is performing and guides them with assistance for helping their child at home.	Sept-May	positive results from the Title 1 parent survey.

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents / families, in implementing and coordinating parent / family programs, and in building ties between parents / families and the school?

Response:

Westside shall educate teachers, specialized instructional support personnel, principals, 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, communication and work with parents as equal partners, implement and coordinate parent programs, and in building ties between parents and the school.

List of Activities

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Training for Teachers	CRT/Teachers	Increase in student achievement and increase in parent understanding of classroom expectations	Sept- May	positive results from the Title 1 parent survey.
planning (Virtual) curriculum nights based on parent and student needs	CRT/ Media Specialist/ Faculty and Staff	Increase parent understanding of grade specific expectations and ways that parents can help their children at home in order to increase student achievement	Sept- May	positive results from the Title 1 parent survey.
Student Data Folders	CRT/ Principal/ Teachers	Increase student achievement and acknowledgement and increase parent understanding of classroom expectations, and student progress iReady scores ELA & Math, AR goals	Sept- May	Increase compacts signed and parent awareness of students' progress

Other Activities

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

Response:

Westside will provide trainings and materials to help parents work with their children on improving their child's achievement, such as literacy trainings to foster parental involvement. The parent resource room will provide educational games, flash cards, additional materials for parent check-out use at home. The student/ parent communication folders will provide a two-way communication for both parents and school. Activities such as Spring Fling Festival, Dads take your child to school, parent conference nights, Literacy, Math, and Science Academic nights will build relationships between parents and school.

List all activities that will be implemented:

	Parent Resource Room
	Student Planners/Communication Folders
	Academic Nights
	Incentives to support student achievement, Student of the Month, WOW club
	Dads, Take Your child to school
	Muffins with Moms
	Parent Conference Nights
	Remind 101/ Call out -school messenger

Communication

Describe how the school will provide timely information about the Title I programs?

Response:

Information on the Title 1 programs will be made available to the parents during the first six weeks, via Open House and Annual Title 1 meeting. Westside will present the school wide Title 1 program, the requirements of the program, assessments, school accountability and parents rights will be explained. This will be presented by powerpoint and written pamphlets for parents to have. This information will also be available in the front office Title 1 notebook.

Explain how the school will describe and explain the curriculum of the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Response:

The curriculum of the school, forms of assessment used to measure student progress and the achievement levels, will be explained at Open House in the fall, throughout the year at parent conferences, and at parent nights. The information will be delivered by the teacher or CRT. Materials will be gathered for the parents to use at home. Parent Nights will be planned to explain the curriculum, assessments, and grade level expectations that students are expected to obtain. The parents will be made aware of this information, it is also found in the Pupil Progression Plan which can be found online at the Columbia County home page.

Explain how, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children?

Response:

Upon request, Parents may meet with teachers and/or administration to discuss suggestions and participation, as appropriate, in decisions relating to the education of their children. Times will be planned for all involved to meet. The school provides opportunities for parents to be involved with the decisions relating to the education of their children by being a part of the PTO and SAC organizations.

Explain the process the school will use to submit parents / families comments if the schoolwide plan is not satisfactory to them (ESEA Section 1116)?

Response:

The Schoolwide Plan will be reviewed during the beginning of the year SAC meeting. The Schoolwide Plan will be located on the school website. Parents may request a copy by signing the request form in the front notebook. All input and suggestions will be discussed at the SAC meetings, and all parents are invited to attend. SAC meetings notices are sent out to members and posted on the school calendar in the newsletter.

Accessibility

Describe how the school will provide full opportunities for participation in parent / family engagement activities for all parents / families?

Response:

Family and Engagement activities and events are made available to all stakeholders through the following means.

The school will send home notifications and flyers to parents informing them of all activities at the school. Notifications will be translated, when feasible, for parents of students who are English language learners. The school will solicit support from the Alachua County Migrant Program for parents of migrant students to provide translation support during the events when requested.

All schools in Columbia County are compliant with accessibility requirements under ADA. The Columbia County School District will assure that all students, parents and stakeholders including those with disabilities, those with limited English proficiency have equitable access to activities and materials provided during parent and family engagement activities.

Parent and Family Engagement activities provided by the school are family oriented and the school encourages participation by every member, regardless of age, in the activities and events that are planned.

Describe how the school will share information can understand?

Response:

The school will share information related to school and parent / family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents / families can understand by meeting with small groups or one on one. Flyers/letters will be sent home to inform the parents of events and meetings, school grade, or other information. The school/district website and bi weekly newsletters will provide information for the parents.

Discretionary Activities

Discretionary School Level Parental and Family Engagement Policy Components

Will the school provide any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent / family engagement, etc.)

Ex: hands on science, give boards out

List all activities that will be implemented:

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline

Barriers

Describe the barriers that hindered participation by parents during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents / families who are disabled, have limited English proficiency, have limited literacy, and parents / families of migratory children)? [ESEA Section 1116].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Knowledge of PFEP at Westside (79%)	The CRT will share information at Title 1 meeting and in the bi-weekly newsletter.
2	Knowledge of the opportunity to give input on the PFEP at Westside (75%)	Send Flyers encouraging parents to attend SAC Meetings.
3	Work Schedules (51%)	Gather parent input from surveys for the best time to hold parent activities that don't interfere with their work schedules.

Supply Evidence of Input from Parents

Note: As an assurance of the school-level parent and family engagement plan, each school shall involve parents of children served in Title I, part A in decision about how Title I, Part A funds are spent.

Upload evidence of how parents were involved in making decisions in the FA399 folder.

Supply Evidence PFEP Plan was Jointly Developed

Note: As an assurance of the school-level parent and family engagement plan, each school shall jointly develop/revise the PFEP with parents and made available to the local community.

Upload evidence of how the plan was jointly developed in the FA399 folder.

Supply Evidence Planning, Reviewing and Improving the Schoolwide Plan

Note: As an assurance of the school-level parent and family engagement plan, parents and families are to be involved in planning, reviewing and improving the schoolwide program plan

Upload evidence of how parents were involved in planning, reviewing and improving the schoolwide program plan in the FA399 folder.

Supply Parent-School Compact

Note: As a component of the school-level parental involvement 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.

Upload an electronic version of the Parent-School Compact in the FA399 folder. Done

Supply Evidence of Parent Involvement in Development of Parent-School Compact

Note: As a component of the school-level parental involvement 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.

Upload evidence of parent input in the development of the compact in the FA399 folder.

Evaluation of the previous year's Parent and Family Engagement Plan

Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Title 1 Annual Meeting	4	147	Parents will gain knowledge of the schoolwide Title 1 program supports classroom academics for student achievement, and the opportunities available for parents to help their children at home.
Parent and Family Engagement Plan (shared with parents)	730	1400	parents will gain knowledge of how PFEP and how it supports academic achievement, and the opportunities that are available for parents to participate in to help their child at home.
Teacher/ Parent/ Student Compact	1465	2135	Building home/school communication. Involving the parent increases the child's academic achievement.
Family Reading Nights/ AR in the afternoon	8	494	Increase student achievement due to parental involvement and students spending more time engaged in reading.
Math Night	1	152	Increased math fluency and understanding of standards.

Technology Night	1	45	Increased knowledge on websites used by students and parents
School Newsletter- Wildcat Roar	8	5867	bi-weekly communication to increase student achievement by sharing activities and helpful tips to work with their child.
Title 1 Brochures	738	738	Increase knowledge of Title 1 Program
Student Achievement Results (FSA, iReady, Progress Reports)	12	8739	Increased communication between home and school. Increase student achievement by sharing results and strategies to practice at home.
Inservice for teachers	1	41	Activities to educate teachers on parent and family engagement plan
parent teacher conferences	764	2223	Conferences provide opportunities for parents and teachers to discuss strategies to practice at home to increase student success.
PTO and SAC Meetings	7	78	Building capacity and awareness of the Title 1 Program.
Meals- All Pro Dad, Dad, Take your child to school, Mother's Day Tea	7	511	Building capacity
Award Ceremonies, Graduation, End-of Year Program	14	1,373	Building relationships with parents, students, faculty
Meet the Teacher, K-Orientation, Open House, Transition Nights	2	1,121	Building capacity and knowledge of grade level expectations
Volunteer Orientation	16	387	Increased student achievement by having additional support in the classroom to help students succeed.

Staff Training Summary

Provide a summary of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, and other school leaders and other staff with the assistance of parents / families in the value and utility of contributions of parents and families?

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Inservice for teachers, volunteer orientation	1	45	Share activities of parent and family engagement activities and how to use parent volunteers in the classroom to improve student achievement.
Parent Notifications	25	785	Building relationships between home and school to increase student achievement.

Provide a summary of the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other

staff with the assistance of parents / families, in how to reach out to, communicate with, and work with parents / families as equal partners?

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Positive Front Office	ongoing	5	Creating a safe and welcoming school supports student achievement.
Asking for parent input	ongoing	785	Providing opportunities for parental input supports a positive school climate that supports student achievement.
Creating a safe and positive school climate	faculty and staff	87	A safe school supports student achievement

Best Practices

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective.

Content/Purpose	Description of the Activity
Parent Conferences	Teachers and parents are able to discuss the student's data in all areas and share strategies to use at home to improve student success and academic achievement.
Family Reading Nights	Increase student achievement by providing the opportunity for parents and student to read together