**2017-2018 STANTON WEIRSDALE ELEMENTARY SCHOOL Title I, Part A Parent and Family Engagement Plan**

I, Cynthia Brodie, 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.

**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 definitions in Section 8101 of ESEA.   
· Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent.   
· Jointly develop/revise with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the school plan to the local community.  
· Involve parents and family members, in an organized, ongoing, and timely way, in the planning, review and improvement of the school parent and family engagement plan.   
· Use the findings of the parent and family engagement plan review to design strategies for more effective family engagement and to revise, if necessary, the school’s parent and family engagement plan.   
· Provide each family with an individualized student report about the performance of their child(ren) on the State assessments. (ESEA Section 1116)   
· Provide each family timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who has not completed the criteria for state level certification.   
· Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

To work collaboratively with parents and families in providing high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet the Florida State Standards and effectively prepare them for middle school.

**Involvement of Parents**

All parents are invited to attend our Meet and Greet Event, Open House, and the Title I meeting where pertinent school information is presented and discussed.

In addition to these school-wide meetings, all parents are invited to attend the monthly School Advisory Council (SAC) and Parents As Leaders (PALs) meetings. A vote is taken at the first meeting of the year for SAC leadership and those in attendance are placed on the roster. More than 50% of the SAC are parent (non-employee) representatives.

The SAC meetings will involve a continual review of the School Improvement Plan, the Parent and Family Engagement Plan, and the Parent- School Compact. Parent and committee input on how Title I and Parent and Family Engagement funds should be used is documented in the meeting minutes. The meeting minutes are uploaded to the school’s Title I jump drive and maintained for monitoring purposes.

**Coordination and Integration with Other Federal Programs**

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| Title X - Homeless | The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need. |
| Title III - ESOL | The administration will coordinate with Grants ^& Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language. |
| Title I Part C (Migrant) | The administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need. |
| HIPPY Program | Home Instruction for Parents of Preschool Youngsters (HIPPY) is a parent involvement and school readiness program. HIPPY offers free home-based early childhood education for three, four, and five year old children working with their parent(s) as their first teacher. The parent is provided with a set of developmentally appropriate materials, curriculum, and books designed to strengthen their children's cognitive skills, early literacy skills, social/emotional and physical development. Representatives from this program will hand out flyers at Open House and parent events and can be contacted by interested families in our school. |
| Individuals with Disabilities Education Act (IDEA) | Our school coordinates with the ESE, Student Services Department of MCPS.  Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings.  Teachers and staff will follow the MTSS policies and processes. |
| Voluntary Pre-Kindergarten Program/Public Preschool | Title I coordinates with the Early Learning Coalition, and schools in order to provide parents and caregivers helpful information and steps for enrolling their children in Florida’s Voluntary  Pre-Kindergarten programs. VPK and (ESE) VPK classrooms are established in schools based on school and community needs. |
| Title I Part A | Our school receives Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I, Part A. |
| Title II | Staff and faculty members participate in district professional development opportunities. |
| Federal Nutrition Program | Our guidance department identifies families in need and coordinates “Food 4 Kids”—a weekend food backpack program providing nutrition supplements. |

**Annual Parent Meeting**

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| **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| Develop agenda and establish date | Administration | August, 2017 | Copy of Agenda  Copy of power point |
| Send announcement flyer in backpacks of all students  Send Skylert phone messages | Administration | September 6, 2017 | Copy of Flyer  Copy of Skylert message script |
| Hold Annual Parent Meeting | Administration | September 12, 2017 | Sign in Sheets/  Parent Evaluations |
| Maintain Documentation | Assistant Principal | September 30, 2017 | Monitoring documents uploaded to school’s jump drive and maintained for monitoring purposes. |

**Flexible Parent Meetings**

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Stanton Weirsdale Elementary teachers and administration will ensure that workshops and meetings are offered at flexible times for parents and families. Examples of flexible meetings and trainings at our school are:   
-The school’s scheduled orientation, open house, and the Annual Title 1 Meeting are held in the evening. This allows many of our working parents to participate.   
-Training and workshop activities are presented in the evening and a meal may be provided. This allows busy parents to attend without missing work or having to prepare a meal for the family before coming to a school event. The schedule of these meetings and events may be modified as needed based on parents’ participation.   
-SAC meetings are scheduled at a time convenient to the SAC members.

**Flexible Parent Meetings Continued**

-Student award ceremonies are presented during the school day at a variety of times on a quarterly basis.   
-The media center is open before and after school hours for parents to participate in the book fair and use the school computers, when needed.   
-Pre-Kindergarten classes present parent programs during the school day and also in the evenings.   
-Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as teachers.   
-The volunteer orientation meeting is scheduled to coordinate with times on campus that volunteers are present, during school hours. All meetings and activities are listed on the Parent Involvement Calendar that students receive monthly as well as advertised through flyers, newsletters, school website, and automated phone calls.

**Building Capacity**

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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Parent Conferences | Classroom Teacher | Teacher will conduct individual conferences to discuss each child’s assessment results, expectations, and goals for the school year. Teachers will share and provide for parents At-Home Strategies to be used to help their child with learning. By offering this opportunity for parents to partnership with the classroom teacher, parents will be more involved with their children at home which will help to increase our student scores in reading/math/science. | August 2017-May 2018 | Conference Forms |
| Math Nights  (K-2) and (3-5)  Special Areas Events | Assistant Principal, Content Area Specialist, Lead Teachers, Special Areas | Parents and families will learn how to support the school’s STEAM program. Scores on FSAs and LEOCEs will increase. | October 12, 2017  January 9, 2018 | Agenda,  Parent sign-in sheet,  Parent Evaluations |
| Pastries with Parents | Administration,  Parent Liaison,  Content Area Specialist | Explore reading comprehension strategies. As parents are taught reading strategies, they can work with their child at home to increase their children’s reading abilities. Scores on FSA and RWAs will increase, as well as FSA and LEOCEs. | November 17, 2017, May 9, 2018 | Agenda,  Parent sign-in sheet,  Parent Evaluations |
| World’s Fair Week | Administrators, Classroom Teachers | This week long program is the culmination event of a two-month long multi-curriculum study of cultural differences throughout the world. Administration, teachers, support personnel, and parents work together to provide opportunities for students to share their knowledge and explore new avenues of learning. By offering this training, parents will be more involved with their children at home which will help to increase our student scores in reading/math/science. | May 2018 | Student created projects, sign in sheets, parent evaluations |
| Full STEAM  Ahead! And Science Showcase | Assistant Principal, Content Area Specialist, Classroom Teacher | Reviewing the scientific process with parents of 4th and 5th grade students will give more science foundation so that student’s science knowledge increases. Science FSAs as well as LEOCEs’ scores will be increased. | January 25, 2018 | Agenda,  Parent sign-in sheet,  Parent Evaluations |

**Staff Training**

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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| MTSS | District/ Principal/  Assistant Principal | Student Scores on District Assessments, LEOCE will increase. | August 30, 2017 and as needed | TNL reports/Teacher sign-in sheets  Teacher documented Intervention.  Copy of PMP Schedule  Parent Signatures on the PMP paperwork. |
| Family Access (Parent Portal) | Principal/Assistant Principal/Guidance Counselor | Student Scores on District Assessments will increase. | August 30, 2017 and as needed | Teacher sign-in sheets  Parent Portal report (number of parents registered) |
| Florida Standards Trainings | Administration, Content Area Specialist, Lead Teachers | Training for teachers on the new FSA standards will result in higher achievement and proficiency on the FSA tests in grades 3-5th grade. | August 15, 22, and 29, 2017 during Collaborative Planning;  Follow-up trainings throughout the school year | TNL reports,  Teacher sign-in sheets  Agenda |
| Parent Engagement Activities | Administration, Content Area Specialist, Lead Teachers | Through large and small group presentations focused on parent involvement and the connection with working parents and teachers, communication and parent involvement will increase. | Early Release dates, in-services dates, and faculty meetings | TNL reports,  Teacher sign-in sheets  Agenda  Log of Parent Conferences |
| Effective Student-Led Conferences | Administration, Guidance Counselor | Student performance on FSAs, RWAs, and LEOCEs will increase. | Quarterly -throughout school year | 75% or more of parents will participate in student-led conferences.  Conference Night Flyer/Schedule  Sign-in sheets |

**Other Activities**

Parent Resource Room - A Parent Resource Room is equipped with computers to allow parents/families to log on and register to the Parent Portal. A Parent Involvement Library gives information and suggestions on academics and behavior. The Parent Resource Room is maintained by the Parent Liaison.

District Parent Surveys dates will be advertised on our school’s Marquee, website and by sending a note home in a timely manner. Parents will also receive information on the use of school computers if needed.

Volunteer & Mentor Appreciation Program - At the beginning of the year {September 7, 2017} recruitment and training will be offered to potential volunteers and mentors by the Administration. At the end of the year {April 5, 2017} a breakfast will be held to celebrate their service and commitment by the administration team. Teacher input surveys are collected in May to gauge the effectiveness of the program.

The Title I Parent Resource Center Mobile Unit will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the Title I Resource Center Mobile Unit will be sent out via newsletter, Skylert messages, and noted on marquee/website for all parents/families.

Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the Teacher Check Out program that the Center offers.

Home School Connection Newsletters will be sent home monthly (Beginning Reading –Pre-K-2, Science + Math-3-5, Middle Years – 6-8) and a link will be shared on the school’s website.

Our school will hold an Orientation Day in August 9, 2017 from 9:30-11:00 am to increase parent awareness of the school and teachers' goals and expectations.

Our school will recruit additional SAC and PTO members to help research available resources, school needs, and establish a year-long plan.

STEM/Science Showcase Night will allow parents to see and participate in a variety of STEM activities with their children.

**Communication**

Our school will share timely information about the Title I programs including a description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Initial information will be shared during the Title I Annual Meeting held in September 21, 2017 at 5:00 pm.

Each child will receive a planner that allows for written communication between the teacher(s) and parents. Planners will be updated daily with academic notifications and will require a parent signature.

Newsletters, flyers, and parent notices will be provided in English and Spanish. Phone calls using the Skylert system will be provided in both English and Spanish.

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| Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, text messages, Class DoJo, and the “Remind Me” App in an attempt to reach parents who do not or cannot participate to seek input and increase involvement.  Home visits are provided by Social Services.  Parent Training and Workshop information will be distributed to parents via flyers and by utilizing the Skylert telephone calling system. Events will also be advertised on our school’s marquee. |
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**Accessibility**

Translators for those in need of assistance with Spanish and/or American Sign Language are available upon formal request, as well as informally, through our many bi-lingual staff members. Phone calls using the Skylert system will be provided in English and Spanish.

Our facility is ADA accessible. Parents with disabilities are regularly invited to all family engagement opportunities and if support is needed to accommodate a disability, appropriate arrangements will be made.

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