**\_McInnis Elementary\_\_\_Title I, Part A Parent & Family Engagement Plan previously known Parental Involvement Plan.**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 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 parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
* Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1116 (b)(1) and (c)(3)];
* Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1116 (b)(1)];
* 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 parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1116(c)(3)];
* Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1116(a)(E)];
* If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
* Provide to each parent 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 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 highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and

* Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

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

# Mission Statement

Parental Involvement Mission Statement

**Response:**

# 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 parental involvement will be used [Sections1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

**Response:**

# Coordination and Integration

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 1116(e)(4)].

|  |  |  |
| --- | --- | --- |
| **count** | **Program** | **Coordination** |
| 1 | Title I, Part C | The District Migrant Education program Coordinator work together to provide services to support migrant students and their parents. Programs include: academic assistance through tutoring and summer school, translation services, migrant parent advisory, medical assistance through referrals to outside community programs, and food assistance through referrals to food assistance programs. |
| 2 | Title X, Homeless | McInnis works closely with Pam Wood, Title X coordinator to ensure that homeless students have the materials and resources they need to be successful |
| 3 | Title I, Part D | Mcinnis receives funds to support the N&D programs to accelerate the state of student achievement gaps for students in these programs. Services are coordinated with district DJJ and neglected programs. Students are transitioned from DJJ centers back into the district schools with a transition plan to ensure academic and social success. |
| 4 | Title I Part A | School works with outside agencies to provide specific services targeted to children and their families. Program supported by Title I, Part A include: supplemental tutoring, supplemental materials, parent to kids workshops. |
| 5 | Title II | McInnis receives federal funds to provide access to professional development activities for public school teachers and principals in the core subject areas to ensure quality instruction and student success. |
| 6 | Title III | Teachers monitor the progress of ELL students to identify specific needs, as well as targeted interventions and enrichments that ensure academic achievement. |

# Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1116(c)(1)].

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| --- | --- | --- | --- | --- |
| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Send home Title I annual meeting invites | McFall-Conte | September 2017 | Attendance at Title I annual meeting |
| 2 | Connect Ed call to parents letting them know of Title I Annual Meeting | McFall-ContePolicke | September 2017 | Attendance at Title I Annual meeting |
| 3 | Title I Annual meeting-with translation services | McFall-ConteRodriguez | September 2017 | Parent attendance and participation in the Annual meetingExit Surveys from Annual meeting |
| 4 |  |  |  |  |

# Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1116(c)(2)].

**Response: McInnis offers parents varied times, and ways to meet with teachers. Teachers hold conferences before or after school. They also hold conferences in person, or over the telephone, if needed.**

# Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child’s academic achievement [Section 1116(e)(2)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116(e)(14)].

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| --- | --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Meet the Teacher | Administrationteachers | Parents will meet teachers, and make the first contact  | Aug. 10th | Sign in sheets |
| 2 | Open House | Administration, teachers | Teachers show parents their classrooms and work being done  | Sept. 13th | Sign in Sheets |
| 3 | Donuts for Dad | Administration, Committee | Encouragement to have dads more involved in the school, and in their child’s education will give them strategies to help their child succeed. | Sept. 19th | Sign in sheets, exit slips |
| 4 | Science backboard night | Larrabee, 5th grade team | Mrs. Larrabee and 5th grade team will give assistance to parents and students in the development of their science backboards  | Oct. 5th | Completion and running in of science projects, exit slips |
| 5 | Hispanic Heritage Day | Heritage Day Committee, Adm. | Parents will be invited to partake in Hispanic Heritage Month Activities at the school | Oct. 12th | Sign in Sheets, exit slips |
| 6 | Weird and Spooky Science Night | Larrabee, Weird and Spooky Committee | Stations set up around cafeteria and multi purpose room. Students and their parents complete science activities together. Parents see what is expected of students in science | Oct. 27th | Sign in sheets, exit slips |
| 7 | Christmas Program | Mr. Thomas, special area teachers | Parents are invited to the annual Christmas program, sponsored by special area | Dec. 20th | Sign in sheets, exit slips |
| 8 | Literacy week activities | Literacy week committee, Adm. | Parents are invited to participate in various Literacy Week Activities  | Week of Jan. 22nd | Sign in sheets, exit slips |
| 9 | Walk a thon | Coach Albright, walk a thon committee | Parents are invited to come to the annual walk a thon and walk with their students as students earn stamps for walking around the track. | Feb. 16th | Sign in sheets, exit slips |
| 10 | Bike Rodeo | Coach Albright, bike rodeo committee | Parents are invited to watch their students participate in the annual bike rodeo | March 8th | Sign in sheets, exit slips |
| 11 | Career Day | Career Day Committee, Adm. | Parents, and community members are invited to come discuss their careers, and what students need to do to become those careers. | April 27th | Sign in sheets, exit slips |
| 12 | Field Day | Adm., Coach Albright, field day committee | Parents are invited to come watch as their students participate in field day activities | May 18th | Sign in sheets, exit slips |
| 13 | Grade level pride assemblies | Adm. Grade levels | Parents are invited to come to the end of the year awards ceremonies and see their child’s achievement for the year | Week of May 21st, and May 30th | Sign in sheets |

# Staff Training

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 1116(e)(3)].

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Staff training on building parental involvement | McFall-Conte | The more parents are involved and know what their child needs to learn, the more the student will achieve. | Sept. 2017 | Increased parental involvement |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

# Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1116 (e)(4)].

**Response: This school year, McInnis has a parent resource paraprofessional that will encourage parent support, and encourage parents to utilize the resources in the parent center more.**

# Communication

Describe how the school will provide parents of participating children the following [Section 1116(c)(4)]:

* Timely information about the Title I programs [Section 1116(c)(4)(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 [Section 1116(c)(4)(B)];
* 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[Section 1116(c)(4)(C)]; and
* If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1116(c)(5)].

**Response: Through the monthly School Advisory Council meetings, parents will learn timely information about Title I programs. At each of these meetings, and at the Title I Annual meeting, parents are given opportunities to hear about the school curriculum and formulate suggestions for student programs.**

# Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children).

Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

**Response: Translation services are provided for any parent engagement even that McInnis provides. This service is provided by bilingual staff at the school. In order to share information on events at the school, McInnis will use the connect ed program to make sure parents know when events are coming up on the school calendar.**

# Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

# Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the plan. Please upload into SharePoint and keep copies for your records.

# Upload 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 Section 1116(d)].

Please upload into SharePoint and keep copies for your records.

# Upload 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 Section 1116(d)].

Please upload into SharePoint and keep copies for your records.

## Evaluation of the previous year's Parental Involvement 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 1116 (e)(1-2)]. Include participation data on the Title I annual meeting.

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| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Literacy/Math night | 1 | 75 | Parents were made aware of ELA and math standards and the best way to help their students in these areas |
| 2 | Weird and Spooky Science Night | 1 | 150 | Parents participated in various science stations with their children |
| 3 | Orlando Science Center Gross Science Afternoon | 1 | 125 | Parents participated in science stations with their children. |
| 4 | Pride Assemblies | 6 (one each grade level) | 100 | Parents were able to see the accomplishments of their children throughout the school year |

# Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1116 (e)(3)].

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Training on how to build parent involvement | 1 | 40 | Teachers became more aware of the different ways to build parental involvement in the school and in their classroom. |
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| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

# Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (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) [Section 1116(a)(E)].

|  |  |  |
| --- | --- | --- |
| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parents not feeling welcome | More activities scheduled this year to welcome parents back to the school |
| 2 | Hours of parent center | This school year we have a parent resource para that will enable the parent center to have more consistent hours so parents are able to check out materials to help their children. |
| 3 | Parents not able to attend school events/SAC meetings | SAC meetings are changed this year to be in the morning at 7:30 as students are being dropped off. With the exception of a few events, many of our events are either first thing in the morning, or immediately following dismissal so parents are better able to attend events. |
| 4 |  |  |
| 5 |  |  |

# Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

|  |  |  |
| --- | --- | --- |
| **count** | **Content/Purpose** | **Description of the Activity** |

Please return completed Parent & Family Engagement Plan to your Parent & Family Engagement Facilitator.