**Deltona Lakes Elementary Title I, Part A Parent & Family Engagement Plan previously known Parental Involvement Plan.**

I, \_Ramonita Ortiz\_\_\_\_, 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)].

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

# Mission Statement

Parental Involvement Mission Statement

**Response: Through collaborative efforts of the school community, students will be enriched, motivated and encouraged to achieve their highest individual potential; empowering them to participate in a diverse global community.**

# 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: The School Advisory Council (SAC) meets monthly and is responsible for the planning, review and improvement of the Title I program. All parents are invited to be members of the Team Volusia Elementary SAC. SAC members provide input on the Parent Involvement Plan and the Title I budget was discussed, as well as all other plans related to school improvement. Parent surveys are also used to solicit parent input. Comments from parents are documented on SAC meeting minutes.**

# 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)].

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| **count** | **Program** | **Coordination** |
| 1 | Title I, Part C | Parent support is offered through migrant services such as translation, tutoring, parent//kid activity nights and workshops on school success, Migrant Parent Advisory Council, medical and food assistance programs referrals. |
| 2 | Title X, Homeless | School works closely with coordinator to ensure that homeless students have school supplies, community resources and transportation. |
| 3 | Title I, Part D | Head Start VPK works with our school staff to coordinate transition plans for students and ensure continuity of services. |
| 4 | Title I Part A | Supplemental Tutoring before or after school. Supplemental materials and supplies needed to close the achievement gap. Supplemental funds for on-going staff development as determined by the results of FSA data. |
| 5 | Title II | The district provides on going Professional Development in the core subject areas to ensure quality instruction and student success. |
| 6 | Title III | Additional support and resources provided by the school will be discussed with parents during LEP committee meetings. The district ESOL Coordinator and staff provide ongoing support and professional development to teachers and paraprofessionals to ensure instructional best practices are utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target interventions/enrichments to ensure the appropriate pathway toward graduation. |

# 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 | Establish Open House date and activities | Principal | September 2017 | Date set on school calendar, Advertised on marquee and flyers |
| 2 | Prepare agendas for Open House | Principal | September 2017 | Completion of agenda |
| 3 | Gather information on Title I such as brochures and PowerPoint outlining services | Principal | September 2017 | Information prepared for distribution |
| 4 | Train teachers about plans/goals of Open House | Principal | September 2017 | Faculty meeting minutes and comments |
| 5 | Advertise Open House | Principal  Teachers | September 2017 | School calendar, school website, newsletters, flyers, Connect 5 message, Classroom newsletters |
| 6 | Prepare information on curriculum and class expectations | Teachers | September 2017 | Title I Parent Survey |
| 7 | Annual Title I Meeting | Principal | September 2017 | Parent Survey Forms |
| 8 | Open House  Annual Title I Meeting | Principal | September 2017 | Sign in sheets, Parent input forms |

# 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:** Workshops and meetings will be scheduled at different times to accommodate parents' varying schedules and availability. Meetings may be scheduled in the morning, afternoon, or evening. Activities such as Open House, Annual Title I meeting and various informational nights are held in the evenings. Generally, SAC meetings are held after school. Input for the School Improvement Plan is solicited from parents; we schedule input times in the morning, afternoon, and evening to ensure that parents can participate. Parent Input is also on every SAC agenda. Also, parents have the opportunity to provide input on our school website as well as the front office.

# 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 | | Annual Title I Meeting | | Principal/School Staff | | Provide information to parents regarding Title I services available | | September 2017 | Sign-In sheets, parent input form |
| 2 | Parenting Training, SAC Membership Training | | School Staff | | Increase parents' knowledge of academic expectations and foster parent/school partnerships | | September 2017 | | Sign-in sheets |
| 3 | Family Literacy, Parents-to-Kids(English/  Spanish) | | School Staff | | Provide parents with strategies to increase family literacy | | Spring 2018 | | Parent program evaluations |
| 4 | Reading Strategies, Literacy Night | | School Staff | | Provide information to parents on how to help their children be better readers | | Spring 2018 | | Parent input form |
| 5 | Parent Substance Abuse Prevention Education | | School Staff | | Provide information to parents concerning Substance abuse prevention | | October 2017 | | Parent input form |
| 6 | Student Academic Achievement Standards and Title I Program Information, Open House | | School Staff | | Provide information to parents on expectations and how parents can help their children | | September 2017 | | Sign-in sheets, Title I Survey, parent input form |
| 7 | Kindergarten Orientation | | Principal, Guidance Counselor, Academic Coach | | Provide parents of incoming Kindergarten students information regarding school programs, enrollment, and parent resources | | May 2018 | | Sign-in sheets, parent input form |
| 8 | Parent Leadership Conference | | Principal, Guidance Counselor, ESOL Staf, Reading Coach, Intervention Teacher | | Provide information in English and Spanish for our ESOL parents including parent resources, curriculum guides, and volunteer information | | October 2018 | | Sign-in sheets, parent input form, survey |
| 9 | Literacy Event | | Academic Coaches, School Staff | | Provide an evening out for families to engage in reading and literacy activities in a relaxed environment. | | January 2018 | | Sign-in sheets, surveys, parent input form |
| 10 | Technology Expo | | K-5 | | Provide parents an opportunity to come to the classroom to explore the technology the students are using. | | December 2017 | | Sign-in sheets, parent input form |
| 11 | FSA Parent Info | | 3-5 | | Provide parents information regarding the FSA assessment. | | January 2018 | | Surveys, parent input form |
| 12 | Title I Parent Discussion Meeting | | K-5 | | Parents were invited to a question and answer session with representatives from DOE. | | February 2018 | | Sign-in sheets, parent input form |
| 13 | FACT FAIR | | K-5 | | Parents were invited to a community resource fair. | | April 2018 | | Handouts, community resources, backpacks |
| 14 | Science Expo | | 5 | | Parents were invited to view Science Fair programs and information regarding 5th grade Science test. | | April 2018 | | Handouts, parent input form |
| 15 | Science Night | | K-5 | | Parents and students will be invited to a night filled with activities to explore a topic in science. | | March 2018 | | Hands on Activities,  Parent input form |
| 16 | Publix Math Night | | K-5 | | Parents and students will be invited to Publix to compete math related activities. | | Fall 2017 | | Math activities, sign in sheets, parent input forms |

# 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Involvement PIRC's Training "Family Friendly Schools" | PIRC Representative, Title I Contact | Provide school staff with strategies for encouraging parents to participate in the educational process to increase student achievement. | Spring 2018 | Sign-in sheets, agenda, presentation materials, Title I survey |
| 2 | Parent voice, parent presence and parent engagement (Title I) | Principal | Improve the ability of staff to work effectively with parents | Fall 2017 | Sign-in sheets, agenda, presentation materials, input sheets |
| 3 | Presentation of Parent Involvement Plan at Faculty Meeting | Principal, Title I Contact | Teachers will learn about Title I programs and services to increase parental involvement. | September 2017 | Sign-in sheets, presentation materials |
| 4 | Value of Parental Involvement: A quarterly newsletter will be distributed to teachers that includes information on the value of parental involvement. | Principal, Title I Contact | Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement. | Quarterly throughout the year | Handouts, email communication |
|  | Communicating with Parents | School Staff | Shared information regarding how to communicate effectively with parents to increase student achievement. | Spring 2018 | Agenda, handouts, sign-sheet, PowerPoint |

# 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:** Deltona Lakes Elementary has an area designated Resource center for parents and VIPS that is open to families daily from 7:30-2:00. The Center provides a computer with internet access that families may use. Parents have access to information to help them work with their students and are connected to community resources. Deltona Lakes Elementary hosts the "Parents to Kids" literacy program for families every year in English and Spanish. Deltona Lakes Elementary holds numerous family activities throughout the year to encourage families to take an active interest in their child's education. "Meet the Teacher" and "Open House" are held in August and September. At these events, parents meet teachers and learn about curriculum and expectations for the year. Parents are encouraged to volunteer in the classroom and to join PTA. Information on Title I programs are shared at the Annual Title I Meeting using brochures and an informational powerpoint.

# 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:** Information about Title I programs will be provided through newsletters, booklets/brochures, and an informational PowerPoint shown during Annual Title I meeting. The Title I Parent Involvement Plan brochure and Title I booklet are provided during the meeting. PIRC information is on our website, at our front desk, and is sent home with students via backpack. Curriculum and assessment information is shared by teachers at Open House, during parent teacher conferences, and through newsletters. Assessment information is sent home to parents via backpack and is also available on our website. Parents may provide input to the school via parent input forms, the school website, interim reports, and in the student’s daily planner.

# 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:** Information regarding parent participation is provided to parents via school website, Connect5 phone messages, newsletters, parent/teacher conferences, workshops, and meetings. District information is available in English and Spanish. When requested, the District will provide a translator if school staff is not able to assist. Books and videos are available in Spanish to parents at the school. ESOL paraprofessionals translate information for parents over the phone and at conferences. The newsletter is translated into Spanish. There is a Parent Leadership Committee meeting for parents of ELL students. The Parents-to-Kids program is offered yearly in English and Spanish. Parents with special needs are accommodated. Deltona Lakes Elementary is handicapped accessible.

# 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:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Provide literacy training to parents to help their children learn to read | School Staff | Provide information on how parents can help their children with reading. | Spring 2018 |
| 2 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | Offer various opportunities throughout the year to promote reading with their children such as Dads, Donuts and Books, etc. | School Staff | Provide information on how parents can help their children with different reading strategies. | Spring 2018 |
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# 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 | Annual Title I Meeting | 1 | 355 | Provided information on Title I programs at our school. |
| 2 | Open House | 1 | 354 | Classroom teachers presented information about their classroom. |
| 3 | Meet the Teacher | 1 | 508 | Students and parents are able to meet their child's new teacher. |
| 4 | Parent Training SAC | 1 | 21 | First SAC meeting to train new SAC members on process. |
| 5 | Literacy Night | 1 | 39 | Literacy games were played with students and parents. |
| 6 | Dads and Donuts | 1 | 116 | Reading games were played in the morning while Dads ate donuts with their child. |
| 7 | Kindergarten Orientation | 1 | 45 | Held to introduce our new kindergarten students and parents to our school. |
| 8 | Parent Leadership ELL | 1 | 7 | Parents of ESOL students are provided information. |
| 9 | Parent to Kids-Spanish | 1 | 12 | ESOL teachers provided parents and students with activities to increase student achievement. |
| 10 | Technology Day | 1 | 14 | Teachers invited parents to the classrooms to view assignments completed with technology. |
| 11 | 3rd Grade FSA Information Night | 1 | 17 | 3rd grade parents were invited to share specific 3rd grade FSA information. |
| 12 | Science Night | 1 | 56 | Parents and students were invited to a night of science exploration about the Sun, Moon and the Stars. |
| 13 | Science Expo | 1 | 30 | Parents were invited in to learn about the Science Fair process and view the Science Fair projects. |

# 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)].

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| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Parent involvement training, VIPS and parent resource center | 1 | 69 | Staff/teachers were given information on parents resources and tips for parent involvement. |
| 2 | VIPS coordinator compiles a quarterly newsletter | 4 | 800 | Keeps parents/teachers informed of what is happening at school. Improve the ability of the staff to work effectively with parents. |
| 3 | Presentation of the PIP | 2 | 89 | Teachers and parents will learn about Title I programs that are available. |
| 4 | Parent Involvement PIRC's training | 1 | 10 | Provide school staff with strategies for encouraging parents participation. |

# 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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | High number of working parents in all subgroups with varying long hours. | Email communication, after hour meetings and activities, use of remind me texting app for parent communication and Connect 5 phone reminders. |
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# 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)

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

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