

**Title I, Part A Parent and Family Engagement Policy
Moody Elementary 0601
2017-2018**

Parent and Family Engagement Mission Statement

RESPONSE:

The mission of Moody Elementary School's parent and family involvement team is to provide various methods of outreach that will assist our families with supporting their child's education.

2017-2018 Involvement of Stakeholders (Parents, Families, School Personnel and Community)

Describe how the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

RESPONSE:

Moody Elementary will hold its annual Title I meeting prior to Parent University. During Parent University, parents are encouraged to visit their child's teacher where they will be provided with the resources for a make-and-take that supports reading and mathematics. Families will have opportunities throughout the school year to provide input on the use of Title I funds. Prior to each event that takes place at Moody Elementary, we will remind families of the benefits of Title I and how they can be involved in decisions. We will devote time during School Advisory Council meetings to the reflection and creation of our Title I plan that includes the budget for the upcoming year.

2017-2018 Coordination and Integration

- Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities. Include how the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Count <i>(add or remove rows as needed)</i>	Program	Coordination
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1	Project Heart	We will work together with Project Heart to provide resources, school supplies, and uniforms for homeless students to remain in school.
2	ESOL/Migrant	We will work with our ESOL/Migrant Home-School liason to assist with communication,
3	IDEA	We collaborate with our ESE department and ESE teachers to provide supplemental instructional support for parents during the development of the student's IEP.
4	Title I	We will collaborate with our Title I resource staff to maintain compliance and exemplary practices.
5	Newsletter	We use our newsletter to provide information to parents relating to student learning and Title I programs.
6	Graduation Enhancement Tech	This individual provides an extra level of support to families, teachers, guidance counselors, social workers, and school administration to increase student attendance.

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), and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

Count	Activities and Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts, and/or presentation materials that address the required components	Principal or designee	July/August 2017	Copies of documents uploaded to the online crate
2	Develop and disseminate invitations (flyers, ConnectEd calls, texts, newsletters, etc.)	Principal or designee	August	Copies of invitations, call logs, and sign-in sheets uploaded to the online crate
3	Hold the Meeting	Principal or designee	August/September 2017	Agenda/Sign-in Sheet uploaded to the online crate
4	Evaluate the Meeting	Principal or designee	August/September	Aggregated Evaluation Form/Notes uploaded to the online crate

Parent Notifications

Describe how the school will provide each family with timely notice information regarding the following:

- the parent's right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- how the school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments
- 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? [ESEA Section 1116]

RESPONSE:

The annual Right to Know letter is sent home in English and Spanish as a means of communicating to parents their right to know about the qualifications of their child's teacher. Moody Elementary makes copies of the annual report of the state's assessment and provides the copy to the registering parent. The principal is responsible for communicating in writing to families if a substitute is placed in a teacher's classroom. We provide this information in our October school newsletter. ESOL is the only area teachers may be Out-of-Field in a Title I school.

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 [ESEA Section 1116]

RESPONSE:

We provide parent workshops and family events at various times and days to include academic, social, and emotional components. Our funds may provide child care, and/or home visits for Title I activities related to parent involvement. We make every attempt to have information available to parents who are unable to attend the events. We offer family academic nights such as a math night, science night, and literacy night during the school year. Parents may request conferences at any time if they cannot attend the meetings or events. Our school will also provide parents with a newsletter that contains information about events and learning opportunities. We also provide resources on our school's website.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement, 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. Describe the actions the school will take to provide materials and training to help parents/families work with their child(ren) to improve academic achievement. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116.

Count <i>(add or remove)</i>	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
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<i>rows as needed)</i>					
1	Conference Nights	All Teachers	Provide information on the child's current level and develop a plan to reach their goals.	Oct 2017 March 2018	Sign in Sheets
2	Parent University and Annual Title I Meeting	Principal	Provide parents with school and grade level expectations. Provide parents with information on volunteering and participating on the School Advisory Council	Sept. 2017	Sign in sheets Agenda Flyers Connect-ed message
3	Family Literacy Night	Reaching Coach Literacy Team	Provide information on how to support literacy at home with hand-on materials	Spring 2018	Sign in sheets Agenda Flyers Connect-ed message
4	Family Science and Math Night	Science Committee	Provide information on how to support science and math at home with hand-on materials	Fall 2017	Sign in sheets Agenda Flyers Connect-ed message
5	SAC meetings	Principal	Information is provided on the learning and safety environment of the school. Parents are given an opportunity to provide input at each meeting	9/28, 10/19, 11/17, 1/25, 3/22, 5/11	Sign in sheets Agenda Flyers Connect-ed message
6					

Staff Development

Describe the professional development activities the school will provide, with the assistance of parents/families, to educate the teachers, specialized instructional support personnel, school leaders, and other staff in the following:

- the value and utility of contributions of parents/families

- how to reach out to, communicate with, and work with parents/families as equal partners, and
- implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Count	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Book Study (The Teacher 50 by Baruti Kafele) and PD	Julie McCray	Higher levels of cultural sensitivity	Semi-monthly	survey
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 meaningful engagement in the education of their child(ren). [ESEA Section 1116].

RESPONSE:

Parents will be provided relevant resources from our school counselor, psychologist, social worker, and Graduate Enhancement Tech depending on the needs of the family. Information sent to all families include the school's newsletter and Connect-Ed calls to keep parents informed of events happening at the school.

Communication

Describe how the school will provide parents and families of participating children the following [ESEA Section 1116]:

- Timely information about the Title I programs
- 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 obtain

- 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
- If the schoolwide program plan under 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.

RESPONSE:

During Moody Elementary's Annual Title 1 Meeting and Parent University, parents are provided with information about the programs and personnel funded by Title I, the curriculum, and academic assessments. The Student/Teacher/Parent compact is provided during the first quarter report card conferences. Parents have a voice in the decisions of the school by participating in Moody's School Advisory Council.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (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 [ESEA Section 1116]:

RESPONSE:

Moody provides accessibility to parents with limited English proficiency through Spanish-speaking translators. The parent involvement plan is summarized into a brochure that is provided in English and Spanish. Additional translations are used for Connec-ed phone messages.

Discretionary Activities

Describe any activities that are not required, but will be paid for through Title I, Part A funding [for example, home visits by school staff (including GETs and Home School Liaisons), transportation for meetings, activities related to parent/family engagement, etc.]

RESPONSE:

Uploads

Please prepare evidences below. Refer to your Beginning of the Year Timeline and Title I Crate for resources and sample documents.

- Evidence of parent input in the development of the school SIP/Title I Plan and Title I Budget
(Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of parent input in the development of the school Parent and Family Engagement Policy (PFEP)
(Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of Parent Involvement in the Development of the Parent-School Compact
(Invitation, meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)

2017-18 Title I Crate

- Copy of the school SIP or Title I Plan (charter)
- Copy of the Parent and Family Engagement Policy (PFEP) (parent-friendly version)
- Copy of the Parent-School Compact (Final in all languages)