**Riversink Elementary School Title I, Parent and Family Engagement Policy (PFEP)**

I, Simeon Nelson , 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 1118(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 1118 (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 1118(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 1118(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 1118(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 (Optional)

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| **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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Parents and community members will make up at least 51% of the School Improvement Council which meets regularly to plan, review and make improvements as well as make decisions on how parent involvement funds are used. All parents were invited to School Improvement meetings. Parents also provided input on school improvement through the Climate Survey. |

**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 1118(e)(4)].

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| **count** | **Program** | **Coordination** |
| 1 | Biannual parent-teacher conferences, phone or face to face to discuss student's progress | Teachers meet with parents to discuss students progress and activities to do at home. |
| 2 | PTO Meetings combined with Science, FSA, Grade-level Transition and Summer Connections Nights | Organized by PTO and implemented by teachers and principal/assistant principal |
| 3 | School-wide monthly newsletter | Generated by principal and sent home with students monthly to educate parents ideas to help their students be more successful |
| 4 | Parent Resources on Website | Websites and resouces listed for parents to use at home to improve student achievement |
| 5 | School-Parent Connection Publication | Assistant Principal distributes to be sent home with students monthly |

**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 1118(c)(1)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Planning Meeting | Principal and Assistant Principal | 8/18/17 | Completion of organization for meeting |
| 2 | Annual Title I Parent Invitations | Assistant Pricipal | 9/01/17 | Number of parent participation responses |
| 3 | Annual Title I Parent Reminders | Assistant Principal | 9/06/17 | Number of parent participation responses |
| 4 | Annual Title I Parent Night | Principal and Assistant Principal | 9/07/17 | Number of attendees and exit survey |
| 5 | Review of Parent Evaluations of Title I Parent Night | Principal and Assistant Principal | 9/14/17 | Summary of parent responses |

**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 1118(c)(2)].

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| **Response:** 1. Annual Title I night coordinated by the principal to include food served by PTO during the 1st 9 weeks of school    2. Spring Title I Science Night with the Book Fair coordinated by the Media Specialist in the 2nd and in conjunction with the Florida Standards night (FSA) during the 2nd nine weeks.    3. Transition Night coordinated by principal and took place after the Annual Title I night on September 07th, 2017.     4. Spring Festival coordinated by principal and PTO in 2nd semester.    5. Awards Ceremony coordinated by the principal at the end of 2nd semester held in the morning.    6. SAVE graduation coordinated by WCSO/Administration 1st semester held during the school day.    7. Guest Speakers/Parent Workshops coordinated by teachers a minimum of twice a year.    8. Survey of parent transportation needs done on Parent survey during Annual Title I night and attending parent workshops reviewed at the end of 2nd semester.    9. Meals and activities available for children will be provided during at least all Title I evening meetings.    10. Two Parent informational meetings held in mornings for parents of kindergarten students. (Introduction to Expectation and Continuing Expectations)-with food provided for students and parents.     11. Bring your dad to school day, September 27th, will kick off the Running Club, this will be held in the morning with fathers/guardians invited to stay for lunch with student and do a lap with students to start the RES Annual Running Club.     12. E-mails throughout the year to parents that provide e-mail, of important announcements coming up.    13. Monthly newsletter, "Otter Splash", from Principal. |

**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 1118(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 1118(e)(2)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Grade Level Transition nights for K-5 students | All | Educate parents about upcoming grade expectations | 1st Quarter | Sign-in sheets and Evaluations |
| 2 | Holidays Around the World | Principal | Increase student and parent knowledge of cultural differences and global communities | 2nd Quarter | Sign-in sheets and Evaluations |
| 3 | Science Night | Principal | STEM Experiences for students and parents | 3rd Quarter | Sign in sheets and evaluations |
| 4 | Volunteer Orientation | Volunteer Coordinator | Increase student achievement due to parents and community members tutoring students individually or in small groups | 1st Quarter | Volunteer sign-in and student responsiveness to volunteers |
| 5 | Annual Title I Meeting | Principal and Assistant Principal | Improved student achievement due to increased parent participation and knowledge | 1st Quarter | Number of attendees and exit evaluations |
| 6 | Summer Connections Parent Night | Principal | Free resources to encourage student reading over summer break | 4th Quarter | Sign in sheets and evaluations |

**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 1118(e)(3)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Teacher-Parent Communication Workshop | Principal/Assistant Principal | Teacher/parent teams support the success of the student | 1st Semester | number of parental complaints filed with administration |
| 2 | Teacher training on working with volunteers | Principal/Assistant Principal | Improved student achievement due to more supports in the classroom | 1st Semester | number of volunteer hours |

**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 1118 (e)(4)].

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| **Response:** Parent Resource Library located in the media center with resources that parents can use to help their child be more successful.    Recruiting of volunteers for Riversink Elementary by Principal and staff.     Open door policy for parents to participate with school and visit their child for lunch or during recess. |

**Communication**

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

* Timely information about the Title I programs [Section 1118(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 1118(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 1118(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 1118(c)(5)].

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| **Response:** Annual Title I Meeting/Principal/1st Quarter/Parent sign in and evaluation    Title I Compact reviewed with parent/teacher/each semester/signed and initialed compacts    Quarterly School Advisory Council Meetings/SAC Chair/Quarterly/SAC Minutes    Parent conferences/teacher/each semester/signed and initialed compacts    Florida Assessment Reports/Guidance/June-July/End of year survey    Summer Connections Parent Night/4th Quarter/Survey    PTO Meeting/PTO/Quarterly/sign in sheets    Grade to grade transition meetings with parents in spring    Florida Assessment Night-information for parents about this testing |

**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 1118(e)(5) and 1118(f)].

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| **Response:** Parent activities will be posted on website and marquee in addition to flyers going home. ConnectED will be used to communicate with all parents about upcoming events and assists those parents with reading difficulties. School is handicapped accessible in all areas. The school will conduct a yearly survey of transportation needs. There are currently no ESOL students at this time. |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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**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 1118(d)].  
  
Upload an electronic version of the Parent-School Compact.

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**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 1118(d)].  
  
Upload evidence of parent input in the development of the compact.

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## 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 1118 (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 | STEM Science night | 6 | 158 | Parent involvement increases student success |
| 2 | Technology Night | 6 | 118 | Parents can help students practice online to increase student knowlegde and success |
| 3 | FSA night | 1 | 43 | Parents understand requires for state test and can help students be prepared |
| 4 | Transistion Night | 3 | 213 | Books given away to students for the next grade level to keep students reading in the summer and parents talked to teachers about what they could do to help students get ready for the next school grade. |
| 5 | Annual Title I night | 2 | 213 | Discussion of Title I with parents. |
| 6 | Open House | 1 | 608 | Open house for parents and students to meet teachers |

**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 1118 (e)(3)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Yearly Parent Communication Training | 1 | 30 | Positive communication between parents and teachers always increases student achievement. |

**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 1118(a)(E)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parent transportation | School offers transportation on letters sent home and on surveys |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool 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** |
| 1 | Increasing Parent Participation | STEM Science night- parents got hands on with students on science projects |
| 2 | Increasing Parent Participation | Feed parents and students |