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

I, Mr. Leslie McLean, 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:** Our Champion Mission is... To teach all students to become lifelong learners through individual development of attitudes, skills, knowledge, and responsibility that is essential to academic achievement in school and society. Champion Elementary recognizes the value in shared responsibility of student achievement. Parental involvement in a child's education is the most consistent indicator of whether the child is successful in school.   
  
To Fulfill our Mission... We are committed to a quality educational program that values parental involvement. We recognize that parents play a very important role in their children's education and take every opportunity to foster the relationship between school, parent, and child. Champion Elementary prides itself in our dedication to our students, families, community, and to lifelong learning.

# 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 Champion School Advisory Council (SAC), our Leadership Team and PTA Board are the groups responsible for the planning, review and improvement of the Title One Program.

* SAC members can be elected during the regular SAC election window in the spring or can be appointed by the principal with approval of the SAC at any other time during the school year.
* The SAC will review the progress of our Title One plan at each meeting
* PTA board members can be elected during the regular PTA election window in the spring or can be appointed by the principal at any other time during the school year.

# 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 | VPK and Head Start | Teachers and school staff work to coordinate transition plan and opportunities to present the kindergarten program for student entering kindergarten. |
| 2 | Title X, Homeless | Title X Coordinator provides services to families to ensure that students have school supplies, resources and transportation |
| 3 | Title I, Part D | The district receives funds to support the Neglected & Delinquent programs to accelerate the rate of student achievement and close the achievement gaps for students in these programs. Services are coordinated with district Department of Juvenile Justice and Neglected & Delinquent programs. Students are transitioned from the Department of Juvenile Justice centers back into the district schools with a transition plan to ensure academic and social success. |
| 4 | Title I Part A | Supplemental Tutoring before and/or after school. Supplemental materials and supplies needed to close the achievement gap will be provided to our instruction tutors. Supplemental funds for on-going staff development as determined by the results of FSA (Florida Standard Assessment) data. |
| 5 | Title II | The district provides ongoing 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 the LEP committee meeting. The District ESOL Coordinator and staff provide ongoing support and Professional Development to teachers to ensure instructional best practices are utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target intervention/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 Annual Title One Meeting dates and activities | Principal and SAC | May 2017 | Date set on calendar - Sept. 21 and Oct. 4 |
| 2 | Prepare agenda for Annual Title One Meeting | Principal and Leadership Team | August 2017 | Completion of agenda |
| 3 | Gather information for Parent Open House | Principal and Leadership Team | August 2017 | Information prepared for distribution |
| 4 | Train teachers about plans/goals of Open House and Title I | Principal and Leadership Team | August 2017 | Faculty Meeting minutes and comments |
| 5 | Advertise Annual Title I and Open House | Principal and Leadership Team | September 2017 | Number of attendees, Survey, newsletter, Flyer, website, Connect-Ed |
| 6 | Prepare information on curriculum and class expectations | Teachers | September 2017 | Title One Parent Survey |
| 7 | Information on Title I using brochures and informational power point presentation | Principal and Leadership Team | September 2017 | Title One Parent Survey and Sign In |

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 8 | Annual Title I Meeting will be posted on the school marque with  Picture taken and uploaded | Title I Contact | week before scheduled meetings | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 9 | Annual Title I Meeting - 2 different flexible dates/times set to accommodate parent participation | Principal and Leadership Team | September and October 2017 | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 10 | School Newsletter will be sent home with every child and posted on school website | Newsletter Contact | week of meetings | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 11 | Connect Ed. messages will be sent to all families to encourage participation | Principal | week of meetings | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 12 | Talking Points Template/ Completion of Agenda | Principal/ Title I Contact | September 2017 | Number of Participants/completion of agenda |
| 13 | Prepare and print Sign in sheets | Title I Contact | September 2017 | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 14 | Photocopies/Handouts/Title I Handbooks & Brochures | Newsletter Contact | August/September 2017 | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |
| 15 | Setup AV equipment for narrated PowerPoint presentation on Title I Programs | Media Clerk | September 2017 | Title I surveys |
| 16 | Send home handouts to any parents unable to attend | Title I Contact and Classroom Teachers | September 2017 | Number of Participants/Annual Title I Meeting Parent Survey & Sign-In Sheets |

# 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:** Champion offers a flexible number of meetings to encourage parental involvement.   
  
· The SAC votes annually for the best scheduled time for their monthly meetings.   
  
· PTA holds events in the evening - dates and times varied to increase attendance.  
  
· The school is open and staffed beginning at 7:30 AM.  
  
· Curriculum meeting and activities, designed especially for parents, are held in the evening.

# 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 | 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 |
| 2 | Family Science and Art Night at Champion (STEAM) | Teachers | Directly correlated to Common Core Science | October 2017 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 3 | Publix Math Night | Teachers | Directly correlated to Common Core reading | March 2018 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 4 | Math Game Night | Teachers | Directly correlated to Common Core reading | November 2017 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 5 | Parent Training – SAC Membership training | Volunteer Teachers | Increase parent knowledge of academic expectations and increase parent participation | September 2017 | Sign-in sheets, Title 1 survey |
| 6 | Family Music Nights | Volunteer Teachers | Directly correlated to Common Core reading, Writing and Math | Dec 2017and May 2018 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 7 | Parents to Kids | Teachers | Directly correlated to Common Core in reading | Spring 2018 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 8 | Champion Night at the Ballpark | Teachers/Media Specialist | Directly correlated to Common Core in reading and writing | Sprig 2018 | Sign-in sheets, Post assessments, parent participation, student achievement |
| 9 | Young Authors Day | Teachers/ Media Specialist | Directly correlated to Common Core in reading and writing | Spring 2018 | Sign-in sheets, Post assessments, parent participation, student achievement |

# 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 | Curriculum and Instruction Updates | Academic Team | Directly correlated to the Florida Standards in reading, writing and math | September 2017- May 2018 | Student Achievement |
| 2 | Student Services On-Line Training | Teachers | State and District Requirements | September – October 2017 | Student Achievement |
| 3 | PLC/Grade Level Data Meetings | Academic Coach,  Reading Intervention Teachers, Teachers and CI | Strengthen Instruction, monitor student progress, provide parent support, and provide intervention recommendations | Monthly Sept thru May | Student Achievement |
| 4 | CHAMPS Review Workshop | Classroom Teachers | Support and intervention for students in need | August 2017 | Student Achievement |
| 5 | PBIS Review workshop | Staff-School Wide | Strengthen Positive Behavioral Interventions, provide parent support, and provide intervention recommendations | August 2017 | Student Achievement |
| 6 | Attendance Incentive Workshop | Classroom Teachers | Strengthen Instruction, monitor student progress, provide parent support, and provide intervention recommendations | August 2017 | Student Achievement |
| 7 | PBIS Initial Behavioral Workshop | PBIS Teachers – new teachers | Strengthen Positive Behavioral Interventions, provide parent support, and provide intervention recommendations | August 2017 | Student Achievement |
| 8 | Champs Initial Workshop | New CR Teachers to Champion | Strengthen Instruction, monitor student progress, provide parent support, and provide intervention recommendations | Fall 2017 – on going support | Student Achievement |
| 9 | NEAR POD PD | Classroom Teachers | Strengthen Instruction, through technology and implement technology in the classroom | September 2017 | Student Achievement |
| 10 | PLC workshops | Classroom Teachers | Strengthen instruction, monitor student progress, and provide intervention recommendations | Fall 2017-on-going | Student Achievement |
| 11 | Technology Fair | Classroom Teachers | Strengthen instruction through technology and implement technology in the classroom | Winter 2018 | Student Achievement |

# 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:** Champion Elementary provides book bags, lunch boxes, and classroom materials that students can use. Parents can check out books and educational materials to be used at home. Champion Elementary holds numerous family activities throughout the year to encourage families to take an active interest in their child's education. "Meet the Teacher" held in August and "Open House" held in 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 Open House using brochures and an informational Power Point Presentation. Champion Elementary hosts a science and art night called STEAM which is a science inquiry/literacy program for families every year and this year is sponsoring "Family Math Night at Publix" to support Math life-skills and also a Math Night at Champion. Pinnacle for Parents" advocates for parent’s awareness of on-line student success/information. "Parents to Kids" is a parent workshop to help children increase skills in Reading/Literacy, through activities to do at home. In Fall and Spring, Champion Elementary hosts (State testing) parent nights: Math/Science Night, and a Reading/Writing Night. Finally, Champion host a Special Area night to high light all Special Areas. These events teach parents how to help their children prepare for the mandatory State test in the spring. Champion Elementary hosts numerous activities centered on the arts, athletics, and holiday celebrations. These events are well-attended by parents and help build community and connection at our school.

# 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 is provided through newsletters, booklets/brochures, and an informational PowerPoint shown during Open House. The Title I Parent Involvement Plan brochure and Title I booklet are sent home with each student via backpack. Curriculum and assessment information is shared by teachers at Open House, during parent teacher conferences, and through newsletters. State 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, interim reports, and student report cards.

# 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, Connect- Ed phone messages, newsletters, parent/teacher conferences, student backpacks, workshops, and meetings. District information is available in English and Spanish. When requested, the District will provide a translator if school staff are not able to assist. Books and videos in Spanish are available in the Media Center. The district or a school based teacher translates information for parents over the phone and at conferences. There is a Parent Leadership Committee meeting for parents of ELL students. The Parents-to-Kids program is offered yearly in English. Parents with special needs are accommodated. Champion 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 | Parents to Kids Literacy Training | Primary Teachers | Improved reading skills | January 2018 |

# Upload Evidence of Input from Parents

Uploaded evidence of parent input in the development of the plan

# 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)].

Upload an electric version if the Parent-School Compact.

# 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)].

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

## 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 | Student Academic Achievement Standards and Title One Program information, Open House | 1 | 536 | Increase parent knowledge of academic standards |
| 2 | Family Science Night | 2 | 224 | Increase Science learning |
| 3 | Family Sessions Reading Valentines for Vets | 1 | 216 | Increase knowledge of ready expectations |
| 4 | Family Sessions: Math Publix | 1 | 26 | Increase knowledge of math expectations |
| 5 | Parents to Kids | 8 | 97 | Improve Family Literacy |
| 6 | Read Across America | 1 | 120 | Improve Student and Family Literacy |
| 7 | Young Authors Event | 1 | 180 | Improve and promote writing skills |
| 8 | Meet the Teacher | 1 | 339 | Orient families to schools/academic expectations |

# 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 | Curriculum and Instruction Updates | 9 | 522 | Strengthen instruction |
| 2 | Student Services On-Line training | 1 | 58 | State and District requirement |
| 3 | PLC/Grade Level Data meetings | 42 | 2436 | Strengthen instruction, monitor student progress, provide student support, and provide intervention recommendations. |
| 4 | CHAMPS Review Workshop | 9 | 522 | Strengthen instruction, monitor student progress, provide student support, and provide intervention recommendations |
| 5 | BLT, NCI, Diversity, and Multicultural Trainings | 2 | 116 | Strengthen Positive Behavioral Interventions, provide parent support, and provide intervention recommendations |
| 6 | CHAMPS Workshops | 1 | 58 | Strengthen instruction, monitor student progress, provide student support, and provide intervention recommendations |
| 7 | PBIS initial-Behavioral Workshop | 1 | 58 | Strengthen Positive Behavioral Interventions, provide parent support, and provide intervention recommendations |
| 8 | PBIS-on-going training | 3 | 174 | Strengthen Positive Behavioral Interventions, provide parent support, and provide intervention recommendations |

# 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 | School Location | Look at alternative sites for evening school events |
| 2 | Transportation | Ask the City of Daytona Beach to extend bus services to Champion |
| 3 | Language | District personnel provide help with translations |
| 4 | Child Care | Offer child care during evening events |

# 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.