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

I, Charles D. Bynum, 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: All students learn at Orange City School where CPR-Cooperation, Pride, and Respect-bring us to life and helps us to do our best.**

# 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:** Parents will be invited to become active members of the School Advisory Council (SAC). This is done through the school newsletter, as well as personally through teachers, staff and administrators. An election is then held to elect the SAC members. Members may also be appointed. SAC meetings will include information regarding the Title I allocation, including the budget set aside for Parent Involvement. SAC members will be informed of how these funds are utilized to provide parent resources and assist parents in being involved in their children's education. Parents will be invited to participate in the development of the Parent Involvement Plan through input forms, SAC, and a suggestion box in the family resource center. An annual evaluation will be conducted using the Title I Parent Involvement survey. It will be completed by parents and the results will be analyzed and evaluated for effectiveness.

# 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 | Individuals with Disabilities Education Act (IDEA) | |  |  | | --- | --- | |  | Supplemental instruction support provided by the school will be discussed with parents during the development of students’ Individual Education Plans (IEPs). | |
| 2 | Students and Teachers Achieving  Results(STAR) tutoring | |  |  | | --- | --- | |  | Parents receive information and are offered after school tutoring on a  2 to 1 ratio. | |
| 3 | Title I, Part C | |  |  | | --- | --- | |  | Parent support is offered through migrant services,  such as translation and food assistance programs. | |
| 4 | Title X, Homeless | |  |  | | --- | --- | |  | Title X coordinator provides services to families to ensure that students have school supplies, community resources and transportation. | |
| 5 | Voluntary Pre-Kindergarten (VPK | |  |  | | --- | --- | |  | Orange City provides Voluntary Pre-Kindergarten (VPK) program for preschool students. | |
| 6 |  |  |

# 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 | Prepare information about Annual Title 1 Meetings | Principal | September 2017 | Title 1 Parent Survey/Sign in sheets  Power point/Handouts |
| 2 | Prepare information about Annual Title 1 meetings | Principal | January 2018 | Title 1 Parent Survey/Sign in sheets  Power point/Handouts |
| 3 | Connect 5 Message system | Principal | September 2017 January 2018 | Connect 5 system |
| 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:**

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| Resources in the Family Resource Center will be promoted through the newsletter, Connect 5 system, marquee and announcements. These resources include access to computers, parenting tips and community resources. Parents will also be able to receive a school library card to check out materials from the school media center. |

# 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 | | Family Science Night | | Academic Coach | | Help parents understand science concepts and expectations at the elementary level which will increase student achievement. | | Winter 2018 | | Sign in sheets/ copies of activities/ pictures. Title 1 Parent survey | |
| 2 | Reading, Math, Writing and Science-Florida standards assessments  Family Night | | Admin  Academic Coach  Teachers | | Helps parents understand the expectations of the Florida Standards Assessments and increases student achievement | | Fall 2017 | | Sign-in sheets/  Pictures/  Copy of presentations  Handouts  Parent exit survey | |
| 3 | Reading, ELA, Parents to kids program | | Teachers  Academic Coach | | Teaches parents strategies to help their children and increases student achievement | | Winter 2018 | | Sign-in sheets, flyer, pictures, survey | |
| 4 | Kindergarten Day | | Teachers, Admin | | Helps parents become familiar with school, and programs offered through Title 1 | | Summer 2017 | | Sign-in sheets, tri fold, agenda | |
| 5 | Literacy night | | Media Specialist  Teachers  Admin | | Promotes the importance of reading with their children and increases student achievement | | Winter 2017 | | Sign-in sheets, pictures, Survey | |
| 6 | Take Dads to school day | | . Admin  Teachers | | Help dads work with their children on reading and promote the importance of reading and increases student success | | September 2017 | | Sign-in, Flyer, pictures | |
| 7 | FSA Reading night | | Admin  Teachers | | Help parents become familiar with FSA and promote literacy | | Fall 2018 | | Sign-in, Flyer, pictures | |

# 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 | Faculty Training utilizing volunteers and business partners | Admin | Train faculty and staff how to utilize volunteers and business partners | September- January 2017-2018 | Sign in sheets  PPT |
| 2 | Roadrunner Rookies | Admin  Academic Coaches | Train new faculty on how to have better parent/teacher relations and conferences | Sept-May  2017-2018 | Sign in sheets  PPT  Hand outs |
| 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:**

# Communication: Title 1 information is shared in the following methods:

# Principal presentations twice a year. (September and January)

# Monthly Newsletters (Online and Print)

# Title 1 Parent tri fold sent home with students

# Title 1 Parent tri fold available at front reception

# School Advisory Council (Updated monthly)

# Title 1 compact shared at parent conferences

# FSA data shared with parents

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:**

# Accessibility: Many informational letters sent by the district are provided in English and Spanish, including the Title I Handbook and Title I Parent brochure. Copies of these documents are also available in our Family Resource Center. Our Family Resource Center also has books and parent videos in Spanish. Information for parents of ELL students that is included in our monthly newsletter is translated into Spanish. Our school and district staff assist in translating information for parents over the phone and at conferences. For parents who do not speak English or Spanish, arrangements are made to provide a translator. At least once a year, there is a Parent Leadership Committee meeting for parents of our ELL students. The Parents To Kids program is offered yearly in English and Spanish. In addition, our school is handicap accessible.

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:**

# 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-Parents are invited to attend an English or Spanish session, with dinner, all materials and child care provided. | Parents To Kids teachers, child care provider and administration | Parents are taught literacy strategies to use with their children at home to improve student success. | Fall 2017 |
| 2 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Conferences are set up before, during or after school at the time most convenient for parents | Faculty and administration | Teachers provide parents with specific data, how needs are being addressed during class, and how parents can help their children at home in order to improve student success. | August 2017-May2018 |
| 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 | Kindergarten Parent Night | 1 | 80 | To enhance parent understanding of curriculum for kindergarten. |
| 2 | FSA night | 1 | 300 | To enhance parent understanding of state assessments |
| 3 | Parents to Kids | 3 | 28 | To enhance parents ability to teach students different reading strategies |
| 4 | Literacy Nights | 2 | 200 – 300 | Promotes the importance of sustained silent reading and reading aloud with children |
| 5 | Dad literacy Day | 1 | 350 | Helps dads work with their children in the area of reading |

# 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 | Collaborative shared decision making | 8 | 16-20 | Teachers parents and staff on school advisory council the impact of decision making on student achievement |
|  |  |  |  |  |
| 2 | Volunteer and business partners | 2 | 25-30 | Training for volunteer and business partners of their impact to the school community |
| 3 | Faculty Training for utilizing volunteers and business partners | 1 | 65 | Train faculty and staff how to utilize volunteers and business partners |
| 4 | Roadrunner Rookies | 8 | 10 | Train new faculty on how to have better parent/teacher conferences in order to improve 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 1116(a)(E)].

|  |  |  |
| --- | --- | --- |
| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Transportation | Hold event close to or on school campus whenever possible |
| 2 | Time of day for events | Vary times of day for events so all parents have opportunities to attend most events |
| 3 | Financial barriers | Continue to provide low cost or free events for parents |
| 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.