

Parent and Family Engagement Mission Statement

Enter your Parent and Family Engagement mission statement below. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parental involvement program;
- Be written in parent friendly language;
- Inspire stakeholders to be involved and supportive of the program; and
- Be different from your school mission statement;

Mission Statement
The goal of the Parent and Family Engagement Plan is to empower parents and families to be active participants in their child's academic success. Increasing student performance is a community wide effort which includes administrators, parents, families and the community. Parental involvement is necessary as we seek to develop the total child. The staff at Cholee Lake seeks involvement from all stakeholders in shared decision making. Cholee Lake accomplishes this by providing information, training and assistance through family/parent education courses, and activities.

Evaluation of 2016-2017 Parent Capacity Building Trainings

Using your staff training reflections, teacher evaluations, and feedback to teachers on implementation of strategies taught in staff trainings, evaluate the staff trainings provided during the 2016-2017 school year.

Parent Capacity Training 1

Name and Brief Description	Number of Participants	Strengths	Opportunities for Improvement	Outcomes
Academic Parent Teacher Teams (APTT) - Parents will learn how their child is progressing and fun games to support them at home.	140	Reduce the number of activities provided to parents.	Parents learned strategies that they were able to use at home to improve their child's academic success.	Increased academic success based on parents that attended first and second APTT Meetings

Parent Capacity Training 2

Name and Brief Description	Number of Participants	Strengths	Opportunities for Improvement	Outcomes
FSA Parent Night	250	Not 100% of parents attended who had a child in grades 3-5.	Parents provided with tools and strategies for FSA Assessment Parents had hands on assessments practice.	Parents were aware of testing dates and information to help his/her child at home.

Parent Capacity Training 3

Name and Brief Description	Number of Participants	Strengths	Opportunities for Improvement	Outcomes
Academic Parent Teacher Teams - Parents will learn how their child is progressing and fun games to support them at home.	120	Create a car pool to increase attendance.	Parents learned strategies that they were able to use at home to improve their child's academic success.	Increased academic success based on parents that attended all APTT Meetings

Evaluation of 2016-2017 Parent Engagement Staff Trainings

Using your parent training reflections, parent evaluations, and the Title I Family Involvement Survey results, evaluate the parent trainings provided during the 2016-2017 school year.

Staff Training 1

Name and Brief Description	Number of Participants	Strengths	Opportunities for Improvement	Outcomes
APTT Teacher Training - Discuss skill to teach parents and decide on the pre and post assessment to share with parents.	19	Increase planning time Dry run of presentation to peers	Collaboration on activities Data shared Universal presentation	Teacher created highly effective and engaging activities for parents.

Staff Training 2

Name and Brief Description	Number of Participants	Strengths	Opportunities for Improvement	Outcomes
APTT Teacher Training - Discuss skill to teach parents and decide on the activity staff will teach parents. APTT Teacher Training - Discuss skill to teach parents and decide on the activity staff will teach parents.	19	Increase planning time More modeling examples of activities to parents	Collaboration on activities Data shared Universal presentation	Teacher created highly effective and engaging activities for parents.

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

Describe how the school will engage stakeholders in the planning, review and implementation of Title I programs. Include decisions regarding how funds for parent and family engagement will be used.

Brief Narrative

List the name and title for each group member responsible for the development of the Parent and Family Engagement Plan and School-Parent Compact.	Dr. Marlis Campbell-Principal Dr. Carlos Castro Assistant Principal Geraldo Reyes- Community Resource Person
What are the procedures for selecting members of the group?	Invitation to administrative team, staff and parents will be distributed to advertise the opportunity to be part of the decision making committee (SAC). Parents will be selected to represent the community we serve. Business partners will be contacted to participate in this process. School administrators and school staff are also key stakeholders of this group
How will input from stakeholders be documented?	Agendas and meeting minutes will gathered and collected throughout the year. A Parent Input meeting will be held in August to gather parent/family input to the PFEF plan and Compact.
How will stakeholders be involved in developing the plan?	Teachers, parents, and community will have the opportunity to give input and review family involvement survey results, evaluations, and other pertinent results in the development of the PFEF plan. The compact and previous year's Parent Involvement Plan will also be reviewed and amended based on feedback. All stakeholders will be invited when revisions to plan will be updated.
How will Title I parent and family engagement funds be used?	Funds will be utilized for parent university, FSA night (Instructional materials and resources for parents to use at home). All stakeholders will have opportunity to give input on type of trainings and other items they would like to include in the plan.

2017-2018 Parent and Family Engagement Staff Trainings

Describe the professional development trainings you will decide to build the capacity of teachers and other support personnel to effectively communicate and work with parents as equal partners in order to connect learning in the classroom to learning at home.

(2761) Cholee Lake Elementary

Staff Training 1

Name and Brief Description	Month training will be held	Responsible Person(s)	Anticipated Impact of Staff Development (Include explanation on why this training is needed)	File Attachments
Best Practices to interact with parents during Meet the teacher and Teacher conferences.	September	Leadership Team	Leadership team will present all teachers with best practices and strategies to bridge the gap of learning between school and home in preparation for Curriculum	---

Staff Training 2

Name and Brief Description	Month training will be held	Responsible Person(s)	Anticipated Impact of Staff Development (Include explanation on why this training is needed)	File Attachments
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Academic Parent Teachers Teams consist of all kindergarten, first grade, and support teachers.	December	Denise Angelino	Teachers will be provided professional development on bridging the learning gap from the first APTT meeting with parents as well as data reviewed from first APTT meeting.
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2017-2018 Title I Annual Parent Meeting

Families are invited to attend the Title I Annual Meeting to learn about the school's Title I programs and requirements. Describe the tasks the school will take to conduct an effective Annual Meeting. The meeting should be designed to inform parents about:

1. What is means to be a Title I School;
2. The school's Title I School-wide Plan;
3. Parent and Family Engagement (plan), including the School-Parent Compact;
4. Special Programs such as Migrant Education and McKinney Vento;
5. Parent's Right to Know; and
6. Other opportunities for parents.

Brief Narrative
What is the date and time of the Annual Meeting? Tuesday, October 3 @ 5:00
How will you notify teachers, parents and community of the Annual Meeting? Be specific (via EdLine, marquee, call-out, newsletter, invitation, etc.). Inform parents of Annual meeting by sending informational flyer, Parent link, marquee, newsletter and invitations.
What resources do you plan to prepare for stakeholders? Title I presentation from School District of Palm Beach County. Cholee Lake strategies and implementation of Title I funding and programs and school wide plan. Parent and Family Engagement (plan), including the School-Parent Compact
What materials/supplies are needed for the Annual Meeting? Paper Pencils/Pens Technology
How do you plan to reflect on the effectiveness of the Annual Meeting? Leadership Team will meet after the Annual meeting and will use parent reflection/surveys, sign-in sheets feedback and create adjustments to improve future Title I Annual Meeting.

2017-2018 Parent Capacity Building Trainings

Describe the trainings you will offer parents that will build their capacity to support learning at home to improve student academic achievement. Parent trainings must focus on specific teaching and learning strategies that parents and families can use at home to help their child. Evidence that will be submitted through eBox include the invitation, agenda, sign-in sheets, handouts, evidence of parent and family interaction, evaluations, and reflection.

Parent Capacity Training #1 (First Trimester/Semester)

Name and Brief Description	Expected Learning Outcomes	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments
Math Night at Publix- Parents will acquire best practices to help their children help their children acquiring math skills applying grade level standards as well as real world problems.	Parents will acquire best practices to help their children acquiring math skills applying grade level standards as well as real world problems.	October 18, 2017	Cholee Lake Teachers and Staff	Color printer markers, index cards, Student Individual RRR levels and math score reports Sign-in sheets, parent surveys.	---

Parent Capacity Training #2 (First Trimester/Semester)

Name and Brief Description	Expected Learning Outcomes	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments
APTT # 2 Kindergarten and first grade.	Parents will participate in a 75-minute team meetings. During APTT meetings, teachers share student performance data that are actionable, teach grade-level foundational skills for clear conceptual understanding, and	January 23, 2018	APTT Champion, leadership team, Kindergarten and First grade teachers	folders, pens, paper, EDW reports, color printer, markers, card stock, games matching standards for growth.	---

Parent Capacity Training #3 (First Trimester/Semester)

Name and Brief Description	Expected Learning Outcomes	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments
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APTT #3 Kindergarten and first grade.	Parents will participate in a 75-minute team meetings. During APTT meetings, teachers share student performance data that are actionable, teach grade-level foundational skills for clear conceptual understanding, and	April 17, 2018	APTT Champion, leadership team, Kindergarten and First grade teachers	folders, pens, paper, EDW reports, color printer, markers, card stock, games matching standards for growth.	---
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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 by identifying the three (3) most relevant agencies/organizations that tremendously **support your school's parent and family engagement goal**

Partnership 1

Name of Agency	Brief Description of Partnership	Evidence of Partnership	Frequency
Continued vision for family engagement based on the APTT system. » Align	Federal and State programs for support of Academic Parent Teacher Teams (APTT)	Agenda Sign-in sheets Data Materials provided to parents to work with students Parent survey Debriefing meeting notes	Quarterly

Partnership 2

Name of Agency	Brief Description of Partnership	Evidence of Partnership	Frequency
Provide reading and ,literacy, science, technology, engineering, and math,	21st Century-Blazing Stars	Agenda Sign in Survey Materials-(ex. budgeting) Partnership agreement	Monthly

Partnership 3

Name of Agency	Brief Description of Partnership	Evidence of Partnership	Frequency
Provide ESOL staff that works with parents for effective communication.	Multicultural	Agenda Sign-in sheets Data Parent survey Debriefing meeting notes Plan action with next steps.	As Needed

2017-2018 Communication

After reflecting on your 2016-2017 Title I Family Involvement Survey results, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information. Evidences that may be uploaded in eBox include agendas, sign-in sheets, minutes, evaluations, Edline screenshots, newsletters, translated letters, marquee photos, emails, text print-outs, phone call-out transmissions/scripts, and social media snapshots.

Key Points of Communication			
Describe how school will inform parents about timely information about the Title I programs.	List frequency and timeline	How will school ensure information was shared?	
Parent Home visits Marquee Robo-calls Flyers Teacher Phone calls to parents	As needed, and with sufficient parent notification.	Documentation logs. Parent reflection and survey sheets.	✓
Describe how school will inform parents about curriculum at the school, forms of academic assessment used to measure student progress, and proficiency levels students are expected to meet.	List frequency and timeline	How will school ensure information was shared?	✓
Parents will be informed at Curriculum Night, FSA Night, Parent/Teacher conference, Progress Reports, APPT Nights and through Edline.	As needed District Calendars Throughout Academic Calendar	Sign in sheets Parent surveys Parent/Teacher Conference Notes Report card covers	✓
Describe how school will inform parents about opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.	List frequency and timeline	How will school ensure information was shared?	✓
SAC Flyers Marques Robo-Calls Edline Parent University	Monthly As needed	Sign in sheets Parent surveys	✓

2017-2018 Accessibility

It is important to address barriers that hinder parents' and families' participation in activities. After considering your 2016-2017 Title I Family Involvement Survey results and information gathered at your parent input meetings, describe how your school will provide opportunities for participation in all activities. Evidence that may be uploaded in eBox include translated letters, agendas, sign-in sheets, flyers, child care rosters, transportation logs, CLF/sign language facilitator timesheets, and parent evaluations.

Brief Narrative
Parents and families with limited English proficiency
Cholee Lake will provide translation of parent meetings, correspondence and events through the use of Community Language Facilitators. Parents will have access to documents translated in English, Creole and Spanish
Parents and families with disabilities (i.e. Hearing impaired parent may need sign language support)
Cholee Lake is a 21st Century School providing easy accessibility to all parents and visitors. The school's provides ample handicap parking and ramps for easy entrance into the school. There is an elevator to the second for any and all parents to use. Cholee Lake works closely with the school district to meet any additional needs arising from our parents and community.
Parents and families engaged in migratory work
Parents of Migrant students and/or English Language Learners (ELLs) will be equally included in parent involvement activities and will be informed through either the Migrant Contact or English for Speakers of Other Languages (ESOL) Coordinator. In addition, parents of these students will also be informed of other programs/events that are specific to their children through parent flyers, invitations and/or letters.
Parents and families experiencing homelessness
Cholee Lake will provide information to parents and families experiencing homelessness will have access to school information in a variety of forums and settings. Parents will have access to Community Resource Person and local agencies to support families.

Other Activities (Optional)

List other activities that are planned to strengthen parent and family engagement at your school.

Activity 1

Name of Activity	Brief Description	Frequency
null	null	N/A

Activity 2

Name of Activity	Brief Description	Frequency
null	null	N/A

Activity 3

Name of Activity	Brief Description	Frequency
null	null	N/A

