

EASTSIDE ELEMENTARY SCHOOL Title I, Part A Parent Family Engagement Plan

I, Mr. Roger Little, 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.


Signature of Principal or Designee

10/30/17
Date Signed

Mission Statement

Parental Involvement Mission Statement

Response:

The Parent Engagement Program at Eastside Elementary strives to create and maintain a family friendly atmosphere where open communication is established and information for academic success is shared by all parents, students, teachers, and administrators. Furthermore, the staff of Eastside Elementary, in collaboration with parents and the community, establishes high expectations for all students by providing a safe, nurturing environment where students have the opportunity to become productive, knowledgeable, and responsible citizens.

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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response:

Parent information and opportunities to become involved is given to all parents throughout the year. Eastside Elementary will offer the following activities to all parents: Meet Your Teacher Day, Open House, Title 1 Annual Meeting, School Wide Parent-Teacher Conferences held 3 times a year, Volunteer Orientation, Parent Workshops, Parent Teacher Organization membership, and School Advisory Council membership. Information on time, dates and activities will be available in the school newsletters, on the automated marquee, via take home flyers, on the website, and through automated school messenger call outs. Open enrollment for SAC will begin during our Open House in September and during our Volunteer Orientations. It will also be highlighted in the school newsletter, on the school messenger system, marquee, and school website. Members will be voted on during the first SAC meeting. Parents will be encouraged to join and have the opportunity to participate in the decision making process for Eastside Elementary. SAC representatives who participate on the School Advisory Council are our decision-making entity of the school. Parents are given a

survey seeking input on activities, training, and ways that they can support their child, the teacher, and the school. The School Advisory Council will review and discuss strategies and activities for the School Improvement Plan and for the Parent Family Engagement Plan. The School Advisory Council will also be responsible for creating the School Improvement Plan and conducting a School Improvement Plan mid year review. As part of SAC, the use of Parental Involvement funds will be discussed at SAC meetings. Parental input and suggestions on allocation of funds will be discussed and taken into consideration. Funding will also be discussed at the Annual Title 1 Meeting which will be held no later than the first 6 weeks of school. Our documentation will be agendas and minutes of SAC monthly meetings, as well as participation logs, surveys and sign in sheets. Title 1 updates and participation in parental engagement activities will be discussed at all SAC meetings.

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)].

count	Program	Coordination
1	IDEA	Funding Supports integration and coordination of parent involvement and activities that teach parents how to help their children at home.
	Title II	Funding supports integration and coordination of parent involvement and activities that teach parents how to help their children at home.
3	Public Library Literacy Programs	The school will provide information to parents and parent organizations on literacy and parenting programs scheduled by the local library through backpack flyers and community postings.
4	Suwannee Valley 4 C's Head Start, Early Learning Coalition of Fl. Gateway and community daycares.	Community preschool children and their parents will be invited to a school tour and kindergarten screenings. Agencies will be asked to post or disseminate flyers advertising this activity to community businesses, churches, daycares, and the Public Library
5	Title X	Funding supports integration and coordination of parent involvement and activities that teach parents how to help their children at home.
6.	Title VI	Funding supports integration and coordination of parent involvement and activities that teach parents how to help their children at home

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)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Conduct Annual Title 1 Meeting to discuss all Title 1 requirements and the rights of the parents.	CRT/Principal	September 2017	Sign in sheets for the current year will show an increase in parent /guardian participation.
2	Develop agenda, and handouts that will address the Title 1 requirements	CRT	September 2017	Copies of agendas, flyers/handouts, school newsletter, and School Messenger alerts will document that parents were notified and have the opportunity to attend, which will increase their knowledge of Title 1. Survey responses will show reflect an increase in knowledge of Title 1.
3	Title 1 Brochure	CRT. District Liaison	September 2017	Increased awareness of the Title 1 program based on the program summary.

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)].

Response:

Eastside will offer parent workshops and parent - teacher conferences at various times during the day. Volunteer Orientation will be held in the morning, in the afternoon, and on different days, to allow parents to choose the best time to attend. When applicable, Title 1 funds will be allocated for funding of the above. When applicable, Eastside will incorporate "refreshments" for those attending the workshops.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent/Teacher Conferences -State and local assessments will be discussed and strategies to increase proficiency will be shared with the parent.	CRT and Teachers	Increased student achievement and parent understanding of each assessment and their child's progress.	September 2017 to May 2018	100% of parents will attend at least 2 parent conferences.

2	Opportunities will be provided for parents to learn about grade level expectations, assessments, and strategies to use at home.	Grade level teams, Administration, and CRT.	Increased parental understanding of strategies to use with their children at home.	Sept.2017 April 2018	Participation and understanding of content being presented in Family Workshops focused on increasing parent understanding of grade level expectations will increase as evidenced in the Title 1 Survey results.
3	Kindergarten Orientation will be held where parents are informed about the school and the Kindergarten Curriculum.	CRT, teachers and, Administration.	Provide information to parents on what is expected and what is tested in Kindergarten.	Spring 2018	Sign-in sheets from K Round Up, flyers, and Kindergarten handbook given out at the program.
4.	SAC Meetings will be held where explanation of state and local assessment results are discussed, and input from parents is encouraged on issues such as: funding, school programs, and the Title 1 Program.	Teachers, staff, Administration, SAC Chairman, and Curriculum Resource Teacher.	Improve the ability of parents and school staff to work effectively together.	Fall 2017 Spring 2018	Flyers, minutes, and sign-in sheets will show an overall increase in attendance. Improved parental knowledge of state and local assessments will improve as noted on yearly Title 1 surveys.
5	Volunteer Orientation - Parent Meeting	CRT	Provide information to parents on what they can do to assist the teacher in the classroom. Student achievement will be supported when additional personnel support is available.	September 2017 and Spring of 2018r.	Volunteer hours will increase by 1%.
6.	Annual Title 1 Meeting - discussion of Title 1 requirements and school activities that support the home school connection.	CRT	Increasing parent knowledge of their rights, the Title 1 Program, requirements, and the resources available will result in an increase in student achievement.	Sept. 2017	Sign in sheets will show an increase of parents attending the Title 1 meeting. Title 1 Survey will show parent awareness of their rights and resources

					available to them.
7	Open House - parents have the opportunity to increase their knowledge of grade level expectations, state and local assessments, and ways to become involved in their child's education as evidenced in Title 1 surveys.	Teachers, CRT, Assist. Principal, and Principal	Parents will gain knowledge and increase understanding of ways in which they can support their student's achievement through available Title 1 resources.	Sept. 2017	Sign in sheets, and evaluation forms will show an increase in participation, positive feedback, and evidence of parent satisfaction.
8	Publish and distribute newsletters, which will increase parents' knowledge of the Title 1 program, state and local assessments, and school activities that are aligned to student success.	CRT/Paraprofessional	Enhanced student achievement as a result of providing specific strategies for parents such as homework strategies and information on state and local assessments.	April 2018	Increased parent knowledge of school expectations, assessments, and activities aligned to student success as evidenced by the Title 1 survey.
9	Notify parents about school functions via automated phone system.	School personnel	Increase communication with parents: provide updates on school functions and reminders of upcoming events.	Throughout the year.	Increase participation at school functions as documented by log of calls from School Messenger callout system and on parent input provided on the Title 1 survey in the Spring.
10	Parent Involvement Paraprofessional is located in the Parent Resource Room	Title 1 Paraprofessional	The Parent Involvement Paraprofessional will be available to assist Title 1 CRT with the Parent Resource Room which houses school to home activities and games for check out. She will also assist with inventory, newsletter, and documentation of Title 1 activities.	Ongoing	Increase in parent contact through activities such as newsletter, parent packets, and available resources in the Parent Resource Room as evidenced in the Title 1 Survey.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	The importance of parent involvement.	CRT	Increased staff awareness of the value of volunteers in the classroom.	Ongoing	Increased positive comments on the Title 1 Survey in the Spring.
2	Building ties between home and school	CRT	Increased student achievement and behavior at school.	Ongoing	Increased favorable responses to surveys indicating communication takes place.
3	Volunteers	CRT	Volunteers will show a positive impact on student achievement.	Ongoing	Increased input on Volunteers and their effectiveness will be reflected in the Title 1 Survey in the Spring.
4	Communicating and working with parents.	CRT	Increased student achievement and behavior.	Ongoing	Increased communication between parent and teachers indicated by parent comments in Student Planners and on Title 1 Surveys.

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)].

Response:

The following activities will be implemented:

Parent Resource Room will be open where parents may check out materials to be used at home in support of reading, math, science, and writing. Student packets will be available upon request for additional practice in math and reading.

Fall Festival will be scheduled for families to attend and build positive relationships with school personnel.

A computer will be available in the Media Center for parent use.

Literacy Week will support reading. Volunteers will be scheduled to come into the school to read to the students.

Newsletter - monthly publications will be sent home to enhance communication between school and home, and to include tips for parents to use at home to help their children with reading and math.

School website will be updated regularly for parents to access school events, important dates, and to keep parents informed on current reading, writing, math, and science standards.

Ongoing workshops/meetings will be held to address and discuss parent concerns, support reading and math, and answer any parent questions. These workshops will be based on parent input gathered from surveys given in the Spring.

Reading Night will be held each month for students and parents to read together in the Media Center.

Parent Workshops held to foster understanding of student expectations in critical academic areas, as indicated by student data.

Communication and Accessibility

Describe how the school will provide full opportunities for participation in parental and family engagement 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 111f(f)].

Response:

Communication:

Information on Title 1 programs will be made available to parents at Open House and Annual Title 1 meetings which occur in the fall. The Annual Title 1 Meeting will be held at 2 different times so that all parents have an increased opportunity to attend. Information will be made available throughout the year via the school website and newsletters which are distributed each month. A description of curriculum, assessments and grade level expectations, that are used to measure student progress and proficiency levels, will be made available in the District Pupil Progression Plan. Student and school assessment results will be shared at conferences which are held 3 times a year. Student Compacts will be signed and used as a means to aide in understanding student achievement and enhance parent teacher communication. Student Compacts will include comparison graphs which will help parents understand their child's progress and proficiency in reading and math. Progress reports will be sent home each nine weeks, and mid nine weeks reports will be sent home to all students. Reports following quarterly reading assessments will be sent home to students, as well as weekly reports on student progress via agendas and student folders. SAC meetings will be held in which parents may participate in the decisions relating to the education of their children. Newsletters will contain tear off slips as a way for parents to pass on timely concerns, questions, and requests. Parents will have the opportunity to submit comments on the school's progress via a school survey in the spring. A Title 1 Notebook will be available in the school office. It will contain information on state standards, testing schedules, Title 1 requirements, Parents' Right to Know, The Complaint Process,

Principal Attestation, and information on Title VI, Title II and the SIG Grants. Informative handouts on the above will be available at the Annual Title 1 Meeting and Open House in the fall. Request for further information can be made via a parent request form contained in the Title I Notebook which will be located in the front office.

Assessability:

All mailings, Title1 information, and school documents, will be made available to parents in English. When requested, letters and documents will be sent home in a language other than English and understandable to the parents. Parent conferences and meetings will be translated as needed. Eastside Elementary will make every effort to reach all parents, regardless of their need, and make every effort to assist them in understanding the educational process for their student. The PFEP will be posted on the school website.

Eastside Elementary will provide opportunities both during and after school to encourage parent involvement. Activities will be advertised on the school automated marquee, in the school newsletter, the automated school callout, and on flyers sent home with the students. Student agendas and homework folders are also used to keep the parents informed of school information and as means of school to home communication.

The Guidance Counselor will facilitate sessions, plan Red Ribbon Week, and when necessary, assist parents in the participation and understanding of school related activities.

Discretionary Activities

Discretionary School Level Parental and Family Engagement Policy Components

The school parent and family engagement policy may include additional discretionary activities that the school, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement [Section 116(e)].

List all activities the school plans to implement:

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title 1, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for training. Section 118e(e)(7)	Public Library Literacy Programs	Public Library Contact and CRT.	Increased skills in parents attending sessions at the library evidenced by sign in sheets, check out from the library	Throughout the year.
2	Maximizing parental involvement and parent participation in the children's education by arranging school meetings at a variety of times, or conducting in home conferences with parents who are unable to attend at school conferences.(Section 118(e)(10).	Meetings and workshops will be held at various times to meet the needs of the parents.	CRT	Parent/teacher meetings that are offered at various times will result in maximizing parent engagement as noted in the Title 1 Survey.	Throughout the year

Supply Evidence of Input from Parents

Upload evidence of parent input in the development of the plan in the FA399 folder.

Supply 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 in the FA399 folder. Done

Supply 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 in the FA399 folder. Done

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title 1 Annual Meeting (See Vol Orientation)	1	302	Increased student achievement by building capacity of parents to help their children through the Title 1 programs offered at the school.
2	School's Parent Involvement Policy	1	302	Increased student achievement by building a better understanding of the programs offered through Title 1. Increased positive input from parents as indicated on the Title 1 Survey in the Spring.
3	Parent Night on FSA	1	59	Increased student achievement as indicated from student data. Increased parent understanding of strategies to use at home.
4	Reading Nights	9	281	Increased reading achievement from students spending more time on reading as indicated by student data.
5	Math Night	4	92	Increased math achievement from students spending more time on reading as indicated by student data.
6	Science Night	1	50	Increased student Science achievement by having parents more aware of Science expectations.
7	School Newsletters	9	5533	Increased student achievement by having parents more aware of school activities that they can participate in to build student achievement and build capacity.
8	Title 1 Brochure	1	614	Increased student achievement by building capacity of parents' understanding in ways to help their children through the Title 1 programs offered at the school.
9	End of Year Reports and FSA Results	1	614	Communication between school and home on student progress/achievement.
10	Teacher Volunteer Orientation	1	33	Increased understanding for teachers on the value of volunteers.
11	Parent Teacher Conferences	Tabulated twice	1075	School home communication of student achievement and ways to assist their child's learning. Involved parents should reflect higher student achievement as indicated by student data.

12	PTO Meetings	3	40	Building parental capacity.
13	SAC Meetings	5	55	Building parental capacity and awareness of the Title 1 Schoolwide Program and the function of the school. Involved parents should reflect student success.
14	Awards Ceremonies	7	390	Builds positive parental capacity.
15	Meals - Morning Activities - Dad's Day, Mother's day Tea, Grandparents' Day, Volunteer Breakfast, I Am Grateful For 1st grade	5	425	Builds parental capacity and fosters a positive school home connection.
16	Fall Festival and Tiger Carnival	2	450	Builds parental capacity and fosters a positive school home connection.
17	Meet the Teacher and Kg Orientation	4	606	Increased student achievement by building capacity of parents to help their children at home.
18	Volunteer Orientation/Annual Title 1 Meeting	2	198	Increased student achievement by having parents assist children in the classroom.
19	Home School Reading Packets	On going		Increased student achievement by building capacity of parents to help their children at home

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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Volunteer Training	1	33	Increased volunteer hours will help increase 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Childcare	Offer childcare when possible for Parent Nights.
2	Parent work schedules interfere with attending Parent Workshops	Offer workshops at various times.
3.	ELL and migrant families that do not speak English	School will assist in providing translators when able to assist parent understanding of the material being presented, and/or provide written material of the content covered in a language that they understand.
4.	Economically Disadvantaged	Provide refreshments when workshop is scheduled during a meal time hour. Home visits when applicable.

Best Practices

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective.

count	Content/Purpose	Description of the Activity
1	Home School Reading Packets	Folders were compiled by the CRT for parents requesting additional support for Cold Reads. Students complete packets and return to school for a treat. Folders are filled and sent out again.
2	Visual graphing of student progress used at conferences	Comparison graphs are made showing student proficiency as compared to the class and/or grade level.
3	Reading Nights	Reading Nights are held each month for parents to assist their child with reading after school.
4	Math Nights	Math Night Workshops were held that featured hands on activities for parents and children to do together.