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**School Name: Lamb Elementary**

**Title I, Part A Parent and Family Engagement Plan (PFEP)**

**2017-2018**

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| **Assurances** |
| **The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;** |
| **Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];** |
| **Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];** |
| **Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];** |
| **Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1118(a)(E)];** |
| **If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];** |
| **Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];**  **FSA/Standardized Student Report** |
| **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**  **HQ Letter** |
| **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)].**  **Right To Review Letter** |

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| Involvement of Parents |  |
| Describe how the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [ESEA Section 1116]  A flyer about the School Advisory Committee was sent home with every student in August. The administrative team identified potential parents and extended an invitation to join tSAC. The SAC team consist of four parents, two community members, and three staff members. Parents who are members of the School Advisory Committee are equal stakeholders who are equal voting members. The parents will assist in developing the SIP, contribute to determining annual goals for student achievement, parent involvement activities, fundraisers and allocation of funds for student and staff incentives. |  |
| Coordination and Integration with Other Federal Programs  Describe how the school will coordinate and integrate parent and family engagement programs and activities? Describe how the school will coordinate and integrate parent and family activities that teach parents how to help their child (children) at home? [ESEA Section 1116]   |  |  | | --- | --- | | **Program** | **Coordination** | | English Language Learners (ELL) | The ELL staff will hold two annual parent meetings to provide families of ELL students with information on the school district's policies and procedures related to ELL students. In addition, the staff will provide families with additional resource to support the academic needs of the students. The ELL resource teacher will maintain documentation of the meetings on appropriate forms and a log of parent meetings. | | iPeeps | The ESE staff are available to assist parents and families with academic and behavioral support. The staff will provide parents with district and community resources. The staff will also assist students and families with transition into kindergarten. Periodic surveys will be given to parents at parent-teacher conferences | | Head Start | The Head Start Program and HS Social Worker will plan monthly parent meetings. Agendas will involve information on nutrition and curriculum expectations. | | Social Work Services | The school social worker will assist families with resources for academic, behavioral, and financial support by providing parents with community and district resources and referrals. The school social worker will maintain necessary paperwork and referrals for services and other resources. | |  |
| Annual Parent Meeting |  |
| Identify specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school’s Title I program.  Identify the nature of the Title I program that is shared with parents (school wide or targeted assistance).   * Identify how the meeting will cover academic achievement, school choice, and the rights of parents are covered at the annual meeting. * Develop agenda, handouts, and power point presentation that address Title I requirements * Develop and disseminate invitations to parents * Develop sign in sheets * Title 1 information and updates in school newsletter * Maintain Documentation |  |
| Flexible Parent Meeting |  |
| The school will offer a flexible number of meetings, such as meetings in the morning, afternoon, or evening. |  |
| How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement? [ESEA Section 1116]  Flexible meeting times will be available in the morning and evening, and in the afternoon, when possible. A bilingual staff member will be available during all meetings. |  |
| Building Capacity |  |
| The school will offer activities that will build the capacity for meaningful parent/family involvement.  Lamb Elementary Family Night - Parents will be provided with strategies to assist their child (ren) in all academic areas; reading, writing, math, and science. Free materials is available to all students. Family nights will also serve to encourage families to become more involved in the student’s education. Parents will also receive information regarding the standards and academic expectation for student’s kindergarten thru fifth grade.  ELL parent information meetings - Assist students with acquisition of the English language by providing academic support to the students and providing parents with resources to help the students at home.  Title I requirements/ Annual Title I meeting - All information shared supports Family Plan leading to increased academic performance.  *The school will implement activities that will build relationships with the community to improve student achievement. (Community partnerships to support capacity building activities)*  *How the school will provide other reasonable support for parent/family engagement activities.*  *[ESEA Section 1116]*  Academic nights such as Math Night at Publis.  Parent-teacher conference’  Family fun Night |  |
| Staff Development |  |
| * *School, Family, and Community Partnership: Your Handbook for Action* by Joyce L. Epstein.   **PROFESSIONAL DEVELOPMENT AND/OR PROFESSIONAL LEARNING COMMUNITY ACTIVITIES**   * Grade level PLCs - Collaborate to discuss student data, plan for ways to move students forward academically, and acquire new strategies to work with students who have varying social, emotional, economic, and educational needs * Unpacking the Standards – Training provided to k-5 teachers to provide them with a deeper understanding of common core standards as it relates to student engagement and achievement. |  |
| Other Activities |  |
| A designated area in the front office is used as a resource area for parents. Parents may sign in and use the computer, printer, and telephone to access school and community resources. Brochures, flyers and other community resources are also found int the area.  Flyers are sent home to inform parents of Parent University dates. |  |
| Communication |  |
| The Annual Title 1 meeting was held on October 26, 2017. Parents were provide with infomtion about Title 1 and school wide data about how Title 1 is used at our school.  Families were notified via flyers, Peachjar and school text.  Individual student data and progress is discussed with parents during parent-teacher conferences. Parents are provided with an opportunity to review their student’s progress and ask question.    The FSA/student assessment report was sent home with the final report card in May 2017.  A Family Fun night will be used to share data with parents and discuss the curriculum with families. Powerpoint presentations, brochures, and other material will be used to educate the parents.  How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?  How the school will submit parents/families comments if the school wide plan is not satisfactory to them? Surveys   * Parent surveys * SAC |  |
| Accessibility |  |
| Describe how school will provide full opportunities for participation in parent/family engagement activities for all parents/families.  Parents are invited and encouraged to participate in family engagement activities by parent text message links, Peachjar (web Page) notification, and flyers.  Describe of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?  Information is shared with parents during parent conferences, ELL parent meetings. Families are notified thru parent link text messages. ELL services are provided at all family engagement events. Barrier surveys are used to determine the effectiveness are family engagement activities and needs. |  |
| Barriers |  |
| Describe the barriers that hindered participation by parents during the previous school year   * Only one parent surveyed felt that meeting times should be offered earlier, perhaps in the morning. * Preferred a communication method other than flyers or letters. Parent feels that messages through flyers and letters never make it home. |  |