

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed on by parents periodically to meet the changing needs of parents and the school.

**School’s vision for engaging families:** Anclote Elementary will involve families in a variety of activities that will support all children and families in attendance.   Information gathering and sharing, curriculum resources, student achievement, and parental educational and social resources will be the highlight of engaging families at our school.

***What is Required:***

**Assurances: We will:**

[x]  Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the “School Parent and Family Engagement Plan” that describes how the school will carry out its required family engagement activities.

[x]  Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.

[x]  Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.

[x]  Involve parents in the planning, review, and improvement of the Title I program.

[x]  Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement, and describes how parents and teachers will communicate.

[x]  Offer assistance to parents in understanding the education system and the state standards, and how to support their children’s achievement.

[x]  Provide materials and training to help parents support their child’s learning at home. Educate teachers and other school staff, including school leaders, on how to engage families effectively.

[x]  Coordinate with other federal and state programs, including preschool programs.

[x]  Provide information in a format and language parents can understand, and offer information in other languages as feasible.

Principal:  Date: 5/31/18

**EVERY TITLE I SCHOOL IN PASCO COUNTY WILL:**

1. **Involve parents in the planning, review, and improvement of their Comprehensive Needs Assessment and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan with an adequate representation of parents**.

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| **Describe the method in which parents were involved** | Annual Title 1 Meeting, & SAC meetings |
| **Date of meeting to gather parent input for Comprehensive Needs Assessment** | March 1st, 2019 |
| **Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan**  | September 12th, 2018 |

***\*Evidence of the input gathered and how it was/will be used should be available at the school site.***

1. **Develop a school-home compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents & teachers will communicate**.

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| **How were parents invited to develop or revise the compact?** | SAC  |
| **Date of parent meeting to develop or revise the compact** | October 3rd, 2017 |
| **What communication methods will be used between teachers & parents as well as school & parents?**  | School Messenger, Flyer, AES Website, Class Dojo, Calendar, Twitter, Facebook |
| **Elementary schools are required to hold at least one face to face conference with parents. Explain your process?** | Families can sign up for a conference during Open House, Progress Reports, Report Cards and or as needed. Parents can communicate through Class Dojo or by calling the school.  |

***\*A parent signed copy of the compact should be submitted to the Title I office as evidence of implementation.***

***\*Evidence of the input gathered and how it was/will be used should be available at the school site.***

1. **Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.**

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| **What information is provided at the meeting?** **How are parents notified of the meeting?** | AES will provide information about how our Title 1 money was spent and how it will benefit student achievement. School Messenger, Flyer, AES Website, Class Dojo, Calendar, Twitter, Facebook |
| **Tentative date and time(s)****of the Annual Title I Meeting and steps taken to plan the meeting** | September 12th, 2018. Utilize SLT to create a presentation.  |
| **How do parents who are not able to attend receive information from the meeting?** | School Messenger, Flyer, AES Website, Class Dojo, Calendar, Twitter, Facebook |
| **How are parents informed of their rights?** | Title 1 parent brochure sent home and posted online.  |

1. **Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents in more fully participating in the education of their children and/or to help support learning at home.**

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| **Title III-ESOL** |  **ESOL IA’s & Imagine Learning** |
| **Title IV-Homeless** | ABC |
| **Preschool Programs** | Head Start |
| **IDEA/ ESE** | Support Facilitators/Teachers |
| **Migrant/Homeless**  | Social Workers |
| **Other** |  |

1. **Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.**

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| **Minimum allocation**  | $ 1,000.00 |
| **Explain how these funds will be used this school year** | Parent involvement: Curriculum Nights, Family Activities  |
| **How are parents involved in deciding this?** | SAC & PTO Meetings  |
| **How will you document parent input?** | Meeting Notes & Surveys |

1. **Provide assistance, training, workshops, events, and/or meetings for parents to help them understand the education system, curriculum, standards, state assessments and achievement levels.**
* **Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy to read format.**

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| **Building Capacity of Parents** | **How will this impact Student Achievement?** |  | **Check all that apply.** |  |
| **Title/Topic of Event** | **Tentative****Date/Time**Are they flexible? | **Transportation** | **Meal Refreshments** | **Childcare** | **Translation** | **How will this support learning at home?** |
| **Curriculum Areas** | Curriculum Events  | Increase student proficiency | Quarterly/Evenings |  | Y |  | Y | Families will be able to support student learning with resources provided. |
| **Achievement Levels, Expectations and Assessments** | Open HouseStudent Conferences Curriculum Events | Increase student proficiency  | Quarterly/Evenings |  | Y |  | Y | Families will be able to support student learning with resources provided. |
| **Progress Monitoring** | Progress Reports, Report Cards, Parent Conferences | Increase student proficiency | Quarterly  |  |  |  | Y | Families will be able to support student learning with resources provided. |
| **Other Activities** | Parent Resource Center | Increase student proficiency | Year Round |  |  |  |  | Families will be able to support student learning with resources provided. |
| **Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.** | School Messenger, Flyer, AES Website, Class Dojo, Calendar, Twitter, Facebook, Progress Reports, Report Cards |
| **How will workshops/events be evaluated?****How will the needs of parents be assessed to plan future events?**  | Parent Surveys. Based on survey results SAC & SLT will reflect and revise based on needs.  |
| **Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.**  | AES has two ESOL IA’s that send home parent communication via telephone and written communication. In addition, our ESOL IA’s will provide support as needed at scheduled events.  |
| **What are the barriers for parents to attend workshops/events and how do you overcome these?** | The barriers that many of our families’ face are working hours during scheduled events. To overcome these barriers, we plan to host events during morning and evening hours. In addition we will provide access to resources from events online.  |
| **How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)** | Morning & evening events will be scheduled.  |
| **How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?**  | All events will be accessible to parents with disabilities. Parents that aren’t able to attend events will have access to resources online and will be sent home information. |

***\*These events should be included on the Data Collection Sheet for School Events.***

1. **Utilize strategies to ensure meaningful Communication**

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| **Describe the methods that will be used to ensure meaningful, ongoing communication between home and school** | Communication between home and school will happen in a variety of ways.Class Dojo, School Calendar, Twitter, Facebook, Fliers. We will monitor these systems on a monthly basis.  |

**8. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent engagement in increasing student achievement. Explain your plan for this school year.**

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| **Topic/Title** | **How does this help staff build school/parent relationships?**  | **Format for Implementation: workshop, book study, presenter, etc.** | **Who is the audience?** | **Tentative Date/Time** |
| Guiding Coalition | The guiding coalition will meet to problem solve and create action plans to build school/parent relationships. | Monthly collaboration meetings | Students &Families |  |
| SAC | SAC will meet to problem solve and | Monthly collaboration meetings | Students & Families |  |
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**9. Provide an easily accessible resource area where parents and families can get information about the school facility, school policies, contacts, academic assistance, community resources and other materials.**

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| **Location of Resource Center/Area** | **Person responsible for monitoring and updating Resource Center/Area** | **List a sampling of materials made available in the Resource Center/Area** |
| Front Office | Secretary  | Baycare Services, Metropolitan Ministries, Tutoring Resources, Day Care, After school programs etc.  |

**10. Evaluation of the 2017-2018 Plan:**

**[ ]  Data Collection Sheet for School Events submitted to Title I. Date of submission:**

**[ ]  Compliance items submitted to the Title I office. Date of notice of completion:**

**[ ]  N/A – not a Title I school in 2017-2018**

Principal:  Date: 5/31/18

***Drafts of PFEP’s are due to the Title I office by June 1, 2018.***

***\*Copies should be placed on the school website as well as in the front office for parent and community access. Information regarding where the plan may be accessed should be communicated to parents and the community.***

***\*A “Family Friendly” version of this plan should be distributed to families and submitted to the Title I office.***

*[[1]](#footnote-1)*

1. *(3/13/17)* [↑](#footnote-ref-1)