

## FRANKLIN PARK SCHOOL Title I, Part A 2018-2019 Parental and Family Engagement Plan

I, Mrs. Michelle Freeman, 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 8101(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)].

  
Signature of Principal or Designee

  
Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

Response:

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Signature of Principal or Designee

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### Mission Statement

Parental Involvement Mission Statement (Optional)

Response:

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## 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 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

**Response:** Franklin Park Elementary will send home "Parent Surveys" to have open communications with parents and address their needs and requests effectively. We will frequently update our school website and marquee in front of the school for reminder dates of school events. Parents will be asked to join the SAC during our Annual Title 1 meeting, through the school newsletter, school website, and ParentLink phone calls. We will hold monthly SAC/PTO meetings to involve parents and provide opportunity for their input to be given. At our first SAC meeting, parents will be asked for their ideas about how the Title I parent involvement funds should be used, and a joint decision will be made.

Franklin Park will keep meeting minutes for all parent meetings. We will encourage all to attend the meetings. Parents will be invited to attend through phone calls, newsletters, school website, school's marquee and School Messenger. Parent support workshops will be implemented to share the current curriculum. Parents will be permitted to volunteer in their child's classroom. Parent surveys, agendas, sign-in sheets and minutes will be kept to document the SAC meetings in our Title I Toolkit.

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## 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)].

count	Program	Coordination
1	Head Start Preschool program	Pre-K teachers have 2 home conferences and 2 school conferences. In addition, the parents are included with all the Franklin Park activities.

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## 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)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Title 1 Annual Meeting/Open House	Administration & Teachers	The day before the first day of school.	Parent surveys, Sign in sheets, PowerPoint, meeting minutes

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## 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:** The staff at Franklin Park Elementary will be very flexible with parents about having parent-teacher conferences. Teachers will be available before school (7:15-7:50 am), during school (times vary due to planning time schedules) and after school (2:45-3:10 pm) to meet with parents. If there is a need for a home visit, we will make a request for our school social worker to go out and visit the home (conduct surveys, get required signatures, etc.). We will hold parent informational meetings throughout the year at various times. We will have an open forum with parents regarding any concerns they may have. In addition, a Spanish translator will be on location and at student led-conferences in the evenings.

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## 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Open House/ Title I Annual Meeting	Administration, Leadership Team, Teachers, Staff, Parent Involvement Specialist, Tech Specialist	Provide information to parents about the Title I program, expectations, and how they can support their child.	August	Flyer, Parent surveys, Sign in sheets, PowerPoint, Agenda
2	Volunteer/Business Partner Orientation	Volunteer Coordinator/Parent Involvement Specialist	Provide information on procedures and opportunities to volunteer in the classrooms and school events.	August-September	Flyer, Agenda, Handouts, Sign-In sheets, Volunteer Surveys, Agendas
3	Curriculum Night	Staff members and Administration	Provide curriculum information to parents on expectations and how parents can help their children	Fall	Flyers, Agendas, Handouts, Parent surveys and comment/suggestions cards Sign-in sheets

4	Math Night	Staff members and Administration	Provide specific subject area information to parents on expectations and how parents can help their children	Every 3rd Thursday of the Month	Flyers, Agendas, Handouts, Sign-in sheets, Evaluations
5	Florida Standards Assessment Night	Teachers and Coaches	Provide FSA information to parents on expectations and how parents can help their children	March	Flyers, Agendas, Handouts, Sign-in sheets, Evaluations
6	Reading Night	Staff members and Administration	Provide specific subject area information to parents on expectations and how parents can help their children	Every 3rd Thursday of the Month	Flyers, Agendas, Handouts, Sign-in sheets, Evaluations
7	Science Night	Staff members and Administration	Provide specific subject area information to parents on expectations and how parents can help their children	Every 3rd Thursday of the Month	Flyers, Agendas, Handouts, Sign-in sheets, Evaluations
8	Writing Night	Staff members and Administration	Provide specific subject area information to parents on expectations and how parents can help their children	Every 3rd Thursday of the Month	Flyers, Agendas, Handouts, Sign-in sheets, Evaluations
9	SAC Meetings	Administration, teachers	Provide parents with the opportunity to participate in school decision making for increased student achievement	Quarterly	Flyers, agendas, handouts, Parent Surveys and comment/suggestions cards, Sign-in sheets
10	Career Day	Administration, Teacher, Guidance Counselor and staff	Increase efforts to expose elementary school children to college and	Annually	Flyers, career day volunteer form,

			career information.		
11	Student Academic Achievement Awards	Administration and Teacher	Provide parents with opportunity to see the progression of student academic performance with awards.	Quarterly	Flyers, sign-in sheets, School Messenger communication

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## Staff Development

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].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	School Messenger Training	Information Technology	Stronger communication skills with parents and involvement in the community	Quarterly	School Messenger Call Log
2	Newsletter – Parent Involvement research articles to faculty and staff	School Administration Parent Involvement Contact	Provide information to teachers on expectations and how parents can help their children	Monthly	Newsletters
3	Barriers Training	School Administration and Parent Involvement Contact	Provide teachers the opportunity to reflect on barriers to parent involvement and discuss solution to barriers	August	Teacher sign-in sheet, list of barriers and solutions

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## 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:** Teacher websites - Classroom teachers/Tech Specialist - August-May

Open communication between the parents and teachers

Enhance a family-friendly school - Assistant Principal, PIRC - Aug-May

Pre-post evaluations, activity logs, and staff development logs, if needed

Student planners for communication- Teacher/Student/Parent -August-May

Open communication between the parents and teachers

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## Communication

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 school wide 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:** At the Annual Title I meeting in August, parents will be given information about the Title I programs, the curriculum, types of assessments, and student expectations. Parents will learn about the school-wide programs and how to become actively involved in the education of their children.

Franklin Park will have a schedule posted on the school's website to allow parents an opportunity to come and receive assistance from the Parental Involvement contact with school paperwork. In addition, we will ensure that all school information will be available to the parents, either on the school's website or on campus, and provide the information in specific language to accommodate the parents.

All sign-in sheets, agendas, and other documentation will be maintained in the Title I Toolkit. Parents who have questions or concerns about the plan will be directed to the District Title I office.

In addition, student led conferences will be held twice a year to open lines of communication about academic curriculum, assessment measures and benchmarks, as well as student progress and proficiency levels.

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## Accessibility

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 1116f)].

**Response:** Franklin Park will provide full opportunities of participation for all parents in parent involvement by a Spanish translator on campus to help with translations of paperwork. We plan on sharing our monthly activities by having these placed on our school's marquee outside the entrance of the school. Franklin Park will continually update the School Messenger/website so parents will be informed on school information. In addition, teachers make phone calls to the home to update parents on student's progress in the classroom.

All written communication is provided in English and Spanish. Translators are available at all parent events if needed. School Messenger is available in English and Spanish. All documentation is maintained in the Title I Toolkit. In the event of a parent with need of assistance due to disability, we will provide all reasonable accommodations. When new

students enter school throughout the year, parents and students are provided with a packet of information explaining all school policies and procedures which includes the Right to Know Letter as well as information stating that we are a Title I school.

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## **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:  
☒ Not Applicable

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## **Upload Evidence of Input from Parents**

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

[Uploaded Document](#)

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## **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)].

Upload an electronic version of the Parent-School Compact.

[Uploaded Document](#)

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## **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)].

Upload evidence of parent input in the development of the compact.

[Uploaded Document](#)

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## **Evaluation of the 2017-2018 Parental and Family Engagement 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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Title 1 Annual meeting/Open House	1	474	Provide information to parents on Title I programs, expectations and how parents can help their children
2	Curriculum Night: Reading	1	49	Provide reading standards information to parents on expectations and how parents can help their children
3	Curriculum Night: Math	1	49	Provide math standards information to parents on expectations and how parents can help their children
4	Curriculum Night: Science	1	0	Did not occur because students will be provided with an upcoming Science Fair night
5	Student-Led Conferences	0	0	Did not occur because teachers arranged individual conferences with parents.
6	Science Fair Education Night	1	33	Provide information to parents on standards addressed in the completion of individual/group science fair projects
7	K-5 Student Academic Achievement Awards	2	108	Provide parents with opportunity to see the progression of student academic performance with awards.
8	Curriculum Night: Writing	1	23	Provide writing standards information to parents and how parents can help their children.
9	Kindergarten Orientation	1	10	Provide information to parents on expectations and suggestions for helping their students academically.
10	Volunteer/Business Partner Orientation	1	20	Flyer, Agenda, Handouts, Sign-In sheets, Volunteer Surveys, Agendas
11	Career Day	1	26	Provide an opportunity for students to engage with community members from respective professions.
12	SAC Meetings	3	69	Provides parents opportunity to participate in school decision making for increased student achievement.

## 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	School Messenger/Share Point	1	45	Improve ability of staff to work effectively to communicate with parents
2	Parent Involvement Newsletter	1	45	Parent Involvement research articles to faculty and staff
3	Parent Communication Logs	1	45	Behavioral and academic goals are discussed with families to 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 1116(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parent Schedule/Work Time	Flexibility in times events are planned.
2	Transportation	Provide Transportation with Title I Van.
3	Lack of contact - working numbers/contact information	Update numbers quarterly and with sign in sheets for each event

## 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
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