## Title I, Part A: 2018-2019 Parental and Family Engagement Plan

## ORANGE RIVER ELEMENTARY SCHOOL

I, Karen Manzi , 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 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 schoolwide 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)];
* 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)].

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** Orange River Elementary School will strive to build relationships to create a real family engagement for every child and family. It is our goal to connect with, and work with parents as partners, throughout the school year. We will involve parents in the development and review of the school improvement plan, parental engagement documents, the expenditure of Title I parent involvement monies, as well as provide a variety of parent workshops throughout the school year.  |

**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 [Sections1116 ]

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| **Response:** Orange River Elementary values the support and positive relationships with parents. Orange River will involve parents by encouraging and inviting them to become members of the School Advisory Council and/or PTO via the Parent Guide, school newsletters, school website, flyers, ParentLink, school marquee, parent letters and personal invitations. The meetings will take place on designated days and at times which are convenient to parents. Orange River will cooperatively develop, with parents, a plan describing how the parent involvement requirements will be implemented and how the Title I parent involvement monies will be expended. The Parent Involvement plan will be furnished to parents in parent-friendly language. The plan will be reviewed and updated annually, or as needed. We understand the importance of building meaningful relationships and working collaboratively and strategically with parents and community. We are committed to strengthening the ties between home and school, reaching out to our children and families, establishing high-quality communication between parents and teachers, and working as equal partners to provide a high-quality learning environment where all children reach their highest potential. In an effort to engage parents in student learning and increase parental participation, Orange River will invite parents to take part in the planning and development of the School-Parent Compact, School Improvement Plan, and the Parent and Family Engagement Plan. Documentation of all parent meetings may include, but are not limited to: flyers, agendas, handouts, minutes, and sign-in sheets. All meeting evidence will be maintained in the Title I Toolkit.In addition, the school's Annual Title I meeting, used to inform parents about the services provided by Title I programs, including their right to be involved in the decision-making process, will be held at the beginning of the school year.  |

**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 ]

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| **count** | **Program** | **Coordination** |
| 1 | Head Start | Head Start parents will receive flyers and newsletters, in English, Spanish, and Creole. They will be invited to participate in all parental involvement activities at Orange River Elementary. Additionally, parents of Head Start students will participate in two parent conferences and two home visits to ensure that they are included in the educational and decision-making process.  |
| 2 | Title III | Title III funds will be used to purchase Spanish/English resources to assist parents and students in the acquisition of the English language. In addition, we will add to the educational resources in our Parent Involvement Center to increase student achievement in reading comprehension, fluency, and the language arts.  |

**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]

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Meeting | Administration | August | Surveys |

**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]

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| **Response:** Orange River Elementary School will offer flexibility in parent involvement meetings, PTO meetings, parent workshops, and SAC meetings when possible. Translators will be available during all parent involvement opportunities. Meetings will be advertised on the school calendar, newsletter, marquee, and through the use of the Parent Link system. In addition, flyers will be distributed at parent drop-off and pick-up, whenever feasible.  |

**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 1116]

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Meeting Night | Administration/ Teachers | Parents will be provided resources and given pertinent Title I information. | August |  Surveys/Sign in Sheets |
| 2 | Open House/Meet Your Teacher | Administration/Teachers | Parents will be provided resources and given information related to school expectations, curriculum, and how they can partner with the school to help increase their child's achievement levels | August  | Surveys/Sign in Sheets |
| 3 | School Advisory Council (SAC) Meetings and PTO | Administration/Teachers | Parents will work with school personnel and community to share ideas and work together to set goals and solve school-based challenges | Quarterly through School Year | Surveys/Sign in Sheets |
| 4 | Student Led Conferences | Administration/Teachers | Teachers will provide opportunities for parents to review student data and classroom activities in order to assist their child at home. . | Bi-Annually | Surveys/Sign in sheets |
| 5 | Donuts for Dads | Administration/Teachers | Provide Dad an opportunity to spend time with their child at school in order to increase knowledge of school setting | October | Surveys/Sign in Sheets |
| 6 | Family STEAM Night | Administration/Teachers | Parents will participate in Math and Science activities with their children, to help increase student achievement. | Mid-Year | Surveys/Sign in Sheets |
| 7 | Headstart Parent Meetings | Administration/Teachers | Provides parents with information to assist their children with social and cognitive development | Quarterly |  Agenda, Parent Sign-in Sheets |
| 8 | Kindergarten Orientation | Administration/Teachers | Kindergarten Orientation will provide parents an opportunity to get acquainted with Orange River Elementary teachers, staff and administration. It will also provide time for answers to any questions parents may have. | Quarter 4 | , Surveys/Sign in Sheets |
| 9 | Curriculum Nights/Family Literacy Nights | Administration-Teachers | Parents will be provided with information about what students are learning which empowers them to support students and school goals | Bi-Annually | Surveys/Sign in Sheets |
| 10 | A.R. Blasts | Administration Teachers | Parent/Student Reading will increase student reading achievement | Sept. Oct. Jan. Feb. March | Surveys/Sign in Sheets |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Data Collection and Analysis Workshops | Administration; Teachers | Teachers will receive training on how to explain data collection and analysis effectively to parents. | Throughout Year | Sign-in Sheets; Surveys |
| 2 | Parent/Teacher Conference Training for Teachers | Administration; Resource Teachers | Training will be provided to all teachers on how to provide parents with the strategies necessary to help reach the child's behavior or academic goals. Teachers will receive information on how to explain standards to parents, and how to understand assessments. | Quarter 1 and 3 | In-service Records;  |

**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)].

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| **Response:** Expand and enhance parent information center by augmenting the resources available for parents and increasing the hours of operation to include preschool and evening hours. Maintain Orange River's Family-Friendly School. |

**Communication**

Describe how the school will provide parents of participating children the following [Section 1116]

* Timely information about the Title I programs
* 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 [
* 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
* If the schoolwide program plan under Section 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

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| **Response:** **Orange River Elementary will communicate with parents through parent link, school newsletters, phone calls, home visits, letters, Annual Title I meeting curriculum nights and SAC meetings. If parents are not satisfied with the school’s Title I program, concerns will be submitted to the District Title I office** |

**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 116]

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| **Response:** Orange River Elementary will provide information, school reports, and other communications in a format and language that parents can understand. Additionally, translators are available for parent meetings, workshops, and conferences. Parentlink is available in English and Spanish and bilingual office personnel are accessible to assist parents. The school will make every effort to provide special accommodations (when requested) for parents with disabilities and/or special needs. |

**Discretionary Activities**

**X Not applicable**

## Evaluation of the previous year's Parental Involvement Plan 2016-2017

**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] Include participation data on the Title I annual meeting.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Annual Title I Meeting | 1 | 46 | Provide information to parents on expectations and suggestions for helping their children.  |
| 2 | Headstart/Parent Meetings | 4 | 144 | Provides parents with information to assist their children with social and cognitive development |
| 3 | Steam Night | 1 | 425 | Parents are involved in science activities with their child  |
| 4 | Pre-K Orientation | 1 | 36 | Provides parents with the opportunity to learn about the Head Start Pre-K program expectations, outcomes and gives them the opportunity to meet teachers and administration |
| 5 | WGCU Curious Kids Workshop | 2 | 45 | Empowers parents to help their student succeed in reading at school.  |
| 6 | A.R. Blasts | 4 | 600 | Provides parents with opportunities to be engaged in reading with their children and to understand the importance of reading. |
| 7 | Student Led Conferences | 2 | 520 | Parents are given the opportunity to engage with their child in the review of student work/data in the classroom |
| 8 | Donuts for Dad | 1 | 115 | Provides day a day to spend quality time with their child |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Professional Development regarding Student Led Conferences | 2 | 65 | High |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Communication | Translating all communication between parents and school  |