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

## TICE ELEMENTARY SCHOOL

## I, Ronda Amaya, 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, 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)];
* 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)];
* 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 1116
* 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)];
* If the plan for Title I, Part A, developed, 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];
* 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 1116)];
* 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 [Section 1116)
* 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 1116)] .

Ronda Amaya 5-30-2018

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

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** |

**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)].

Our SAC membership is made up of administration, staff, parents, and business and community members who represent the demographic make-up served by Tice Elementary School. Parents are invited to join SAC through personal contact, newsletters, flyers and our website. During SAC meetings, parents will be asked about their needs as it relates to parent involvement and student achievement. Decisions will also be made about the use of Title I funds and how they will be spent. The meeting will be advertised via letter home to parents, school marquee, and newsletters. Surveys, agendas, and sign-in sheets will be kept in our Title I Toolkit to document the SAC minutes.

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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].

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| **count** | **Program** |  |
| 1 | Head Start | Head Start teachers will conduct 2 individual personal conferences and 2 home visits each year with each child's parent. | |
| 2 | ESOL/ELL  (Title Ill) | All programs and activities will be available to all parents. All invitations, flyers, and Parentlink messages are translated into Spanish. | |

**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 | Title 1 Meeting will be held during Open House. | Administrators, teachers, parent involvement specialist and support personnel | August | Agendas, PowerPoint, marquee, Parentlink to advise parents of Title I Annual Meeting, flyers in English and Spanish, Sign-in Sheets, Compact sheets signed and returned |

**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)].

Tice Elementary is committed to providing every opportunity for parents to be involved in the school. Our parent involvement center is open Monday-Friday, during

school hours, for a variety of workshops and meetings, which are offered at various times to maximize participation. At our SAC meetings, which are held at least 4 times a year, a translator is always available and free day care is provided as needed. Our parent involvement specialist will sponsor "parent institute" workshops at least every other month. These will be designed to teach parents the skills necessary to help their children be successful in school. The parent center will also have a "video corner'' where parents can choose to view a topic that they would like to learn more about - related to school success. One of the workshop topics will be the use of the local public transportation (city bus) so that parents can attend meetings and meet their student's needs. The parent specialist will also coordinate public transportation for parents as needed.

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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)]. 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)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 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 1 Meeting | Administration, Parents, Teachers | Provides information about Title I, about school routines and class syllabus which allows parents to know how to help students and where to get help in the school. | August | Sign- in sheets,  Flyers, agenda,  parent/ink, handouts, workshop comments |
| 2 | English Classes | Administration, Gulf Coast Literacy Council, Parents | Literacy volunteers will conduct  English classes to our parents and surrounding community members with little or no English skills at the church next door. This will give them the tools to help their children with schoolwork. Children are welcome for homework help as well. | Sept-May | Flyers |
| 3 | Curriculum Night | Teachers, Administrators, Parents, Translators, Parent Involvement Specialist, Other Staff | Each grade level is responsible for holding a curriculum night for parents that provide pertinent information on standardized testing, grade level Florida Standards expectations, homework, and ways in which parents can help their children | A | Sign- in sheets,  Flyers, agenda, parent/ink, handouts, workshop comments, powerpoint |
| 4 | SAC  Meetings | Administration, parents, certified and support staff | Provide information to parents that include expectations, standardized testing, curriculum, and how to get involved in the school. | Sept-May | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments |
| 5 | Family Math Night | Parent Involvement Specialist, admin, teachers, parents | Make and take workshops that provide parents with basic math concepts that they can implement with their children at home. | November | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments |
| 6 | Hispanic Heritage Night | Parent Involvement Specialist, admin, teachers, parents | Provide a venue for Dual Language (DL) PK to 51" grade to demonstrate mastery of the Florida Standards in 2 languages. Promote the Arts and Culture with school-wide art contest and improve Writing via grade 4 & 5 Hispanic Heroes Essay contest. | October | Sign-in sheets, agenda, flyers, Parentlink, photos, awards list, handouts,workshop comments |
| 7 | Family Literacy Night | Parent Involvement Specialist, admin, teachers, parents, Junior League | Promote reading aloud at home; promote writing.  Students read to parents, siblings, friends & others & write about the experience. Students will receive a free book to take home. | January &  March | Sign-in sheets, flyers, parentlink, agenda, handouts, parent survey, workshop comments |
| 8 | Family Science Night | Parent Involvement Specialist, admin, teachers, parents | Make and take workshops that provide parents with Science concepts that they can implement with their children at home or experience at the workshop. | March | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments |
| 9 | Head Start Meeting | Administration, Teachers, Parents | Provides information to parents on how they can help their children be successful in school. | August | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments |
| 10 | Cinco de Mayo | Parent Involvement Specialist, administration, teachers, parents | Provide students and parents an opportunity to learn about, taken part in and develop an  appreciation for various cultures as all ethnicities are invited and included in meal preparation  and folklore dance. | May | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments |
| 11 | Donuts with Dad | Parent Involvement Specialist, administration, teachers, parents | Before school hours, provide an educational video and school speaker on how parents can support students at home with academics. | September | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments, educational handouts, |
| 12 | Muffins with Mom | Parent Involvement Specialist, administration, teachers, parents | Before school hours, provide an educational video and school speaker on how parents can support students at home with academics. | May | Sign- in sheets, Flyers, agenda, parentlink, handouts, workshop comments, educational handouts |
| 13 | Watch D.0.G.S.  Program | Parent Involvement Specialist | Male figure to provide students support at family events to ensure safety. Fathers and father-figures make a positive impact by volunteering hours in schools. Fathers, grandfathers, step-fathers, uncles, and other father figures who volunteer to serve at least one day a year in a variety of school activities as assigned by the school principal or other administrator. | Aug-May | Sign-in sheets, flyers, agenda, handouts, workshop comments |

**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 | SIOP model of instruction will be delivered to all teachers to be used in all content areas. Training will be ongoing throughout the year to help develop comprehensible input.  Concepts should be directly linked to students' background experience. This experience can be personal, cultural or academic. | Luz Merced, Carla Huck | Teachers will know and understand how to implement SIOP Strategies in all curricular areas to increase student achievement. Teachers r,vill be able to communicate the use of this strategies to parents to support its implementation at home and integrate cultural background into lessons. | August- May 2018-  2019 | Student progress monitoring data  will be reflective of increases in all subject areas in grades K-5. |
| 2 | Parentlink Training: Teachers were trained on the use of sending and receiving messages to and from parents to increase involvement in school activities, events, and student progress. | Arlene Kane | An increase of parent involvement and communication with teachers will improve student achievement. | September 2018 | Parentiink Messages sent by teachers to  parents throughout the school year will increase parent involvement in  their child's education. |
| 3 | Student-led Conference Training with Powerpoint, handouts, and additional materials to be used during conferences. | Arlene Kane | An increase of parent involvement with students' academic achievements. This activity will build ties with students, parents, and classroom by communicating opportunities and expectations. Parents will work with students and teacher to develop goals to support student achievement. | October 2018 | Parent participation in student-led conferences, increased student achievement |
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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)].

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| **Response:** |
| **Parent Resource Center-open Monday-Friday to assist parents with filling**  **out forms, conduct meetings, help with school situations and family situations that impact**    **school achievement. Person Responsible is the Parent Involvement Specialist, August through May, as evidenced by activity log, sign-in sheets.** |

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

* Timely information about the Title I programs [Section 1116];
* 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[Section
* If the schoolwide program plan 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].

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| **Response:** |
| **At the annual Title I meeting in August, parents will be given information about Title I programs, the curriculum, various types of assessments used, student expectations, and student achievement data. Parents will learn about the school-wide programs and how to be actively involved in the education of their children. They will also be involved in the development of the SIP and the PIP. In addition, we will hold a minimum of 4 SAC meetings a year to continuously provide necessary information to parents as well as ask for their input in decisions relating to the education of their**  **children. All sign-in sheets, agendas, and other pertinent documentation will be maintained in the Title Itool kit. Parents who have concerns or complaints about the plan will be directed to the Title I district 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 1116)].

All written communication is provided in English and Spanish, with Creole available if needed. Bilingual staff is available at all functions and meetings, during or after school. When using Parentlink, communication is done is both English and Spanish Administrator, teachers at PK, KG, 1st, 2nd, & 3rd grade levels speak Spanish, as well as half of the office staff & clinic aide. Many paraprofessionals speak Spanish and provide translation help if needed as well. All activities are held in areas accessible to guests with physical disabilities. We will make every effort to provide full opportunities for parents with disabilities and those with special needs. Written communication is filed in the Title I tool kit.

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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:

X Not Applicable

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.to the Title 1 Crate for the 2018-2019 school year

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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].  
  
Upload an electronic version of the Parent-School Compact.to the Title 1 Crate for the 2018-2019 school year

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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)].  
  
Upload evidence of parent input in the development of the compact to the Title 1 Crate for the 2018-2019 school year

## In this section you are reviewing the 2017-2018 parent involvement activities. You will need to put in the number of times you offered the events and how many participated

**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 | Title I Annual Meeting *I*  Open House | 1 | 350+ | Teachers provide grade level expectations and share how parents can support their child's academic achievement. |
| 2 | English Classes | 68 | 1,700 | Literacy volunteers will conduct English classes to our parents and surrounding community members with limited or no English skills at the church next door. This will give them the tools to help their children with school work. Children are welcome for homework help as well. |
| 3 | Head Start Meeting | 2 | 38 | Provides information to parents on how they can help their children be successful in school. |
| 4 | SAC/PTA Meetings | 5 | 142 | Parents are provided information about curriculum, assessments, AYP, and parent involvement. |
| 5 | Curriculum Nights | 1 | 127 | Grade level expectations, how parents can help their children be successful. |
| 6 | Family Math Night | 0 | 0 | In place of Math Night, we held a FSA Parent Night for grades 3- 5 which covered Math, Reading, and Science preparation for students. |
| 7 | Hispanic Heritage Night | 1 | 300+ | Provide a venue for Dual Language (DL) KG and PK to demonstrate mastery of the Common Core Standards in 2 languages. Promote the Arts and Culture with school-wide art contest and improve Writing via grade 4 & 5 Hispanic Heroes Essay contest. |
| 8 | Family Literacy Night | 1 | 200+ | Promote reading aloud at home; promote writing. Students read to parents, siblings, friends & others & write about the experience. |
| 9 | Parent Involvement Newsletter | 8 | 4016 | Parenting News and Tips to keep parents involved in the academic achievement of students. |
| 10 | Building Family Support | 1 | 18 | Due to Hurricane Irma this event was canceled. |
| 11 | Public Transportation and Community Services Workshop. West Zone Migrant, SAC | 1 | 230 | This event was postponed due to Hurricane Irma till November and was then combined with a Bike Rodeo that showcased neighborhood bike safety and walking safely to and from school. |
| 12 | Cinco de Mayo | 1 | 350+ | Provide students and parents an opportunity to learn about, taken part in and develop an appreciation for various cultures as all ethnicities are invited and included in meal preparation and folklore dance. |
| 13 | Donuts with Dad | 1 | 66 | Before school hours, provide an educational video on how parents can support students at home with academics. |
| 14 | Muffins with Mom | 1 | 125 | Before school hours, provide an educational video on how parents can support students at home with academics. |
| 15 | Family Science Night | 0 | 0 | In place of this event, the 51" grade students went on a field trip to NASA to increase their knowledge of science concepts. |
| 16 | Parent Involvement Month | 0 | 0 | This event was not provided in the form in which it was originally stated. Instead of having the parents provide a meal for the teachers, administration invited parent volunteers in for a luncheon. |

## In this section you are reviewing the 2017-2018 staff training activities. You will need to put in the number of times you offered the events and how many participated

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Phonics: Training for Teachers in grades K-5 far all components of the Really Great Reading Phonics Program during preschool week and ongoing opportunities provided by the district throughout the year. | 1 | 40 | Teachers will learn how to diagnose and implement phonics lessons to increase student foundational knowledge in reading  skills and communicate deficits and progress to parents. |
| 2 | SIOP model of instruction will be delivered to all teachers to be used in all content areas. Training will be ongoing throughout the year to help develop comprehensible input.  Concepts should be directly linked to students' background experience.  This experience can be personal, cultural or academic. | 5 | 40 | Teachers will know and understand how to implement SIOP Strategies in all curricular areas to increase student achievement. Teachers will be able to communicate the use of this strategies to parents to support its implementation at home and integrate cultural background into lessons. |
| 3 | Parentlink Training: Teachers were trained on the use of sending and receiving messages to and from parents to increase involvement in school activities, events, and student progress. | 1 | 40 | An increase of parent involvement and communication with teachers  ill improve 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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Meeting the needs of Hispanic parents | Create a parent involvement team so that there is always someone available to meet the needs of Hispanic parents |
| 2 | Meeting the needs of parents in two languages at once | Have separate Parent Institute weeks: Alternating English sessions and Spanish sessions. |
| 3 | Transportation and Childcare for parents | Provide child care for parents so they may attend without disruption, provide transportation using the Title 1 van so parents are able to attend. |

**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)

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| **count** | **Content/Purpose** | **Description of the Activity** |