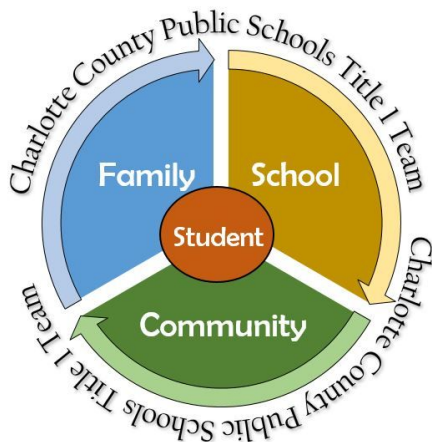


School Improvement and Parent & Family Engagement Plans



DEEP CREEK ELEMENTARY

2018-2019

INSTRUCTIONS

1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.
3. Upload to Google Doc **May 31, 2018**.

Evaluation of 2017-2018 School Year PFEP

BUILDING CAPACITY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Literacy/Math/Science Nights	1	70	Provides parents an opportunity to work with students to build and improve literacy, math and science skills.
Parent & Family Engagement Training	1	7	Parent Engagement to increase student achievement.
Student Led Conferences	2	1750	Students share data with parents to increase student achievement.
Pre-KP Home Visits	2 times a year per student.	40	Parent Engagement to increase student achievement.

Family Reading Experience	34	1400	Parents learn ways to encourage and support their children's reading achievement at home through weekly visits to the Family Reading Center where children can borrow books and receive a "keep book" to build a home library.
Watch D.O.G.S.	1	300	Provides information on how males can become involved in the school to increase student achievement.
School Newsletter	Monthly during school year.	All parents	Provide information to increase parent engagement to increase student achievement.

STAFF FAMILY ENGAGEMENT TRAINING SUMMARY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
PFET Planning Day	1	7	Increase parent engagement to increase student achievement.
Title I Para III Monthly PLC	7	1	Increase parent engagement to increase student achievement.
PFET Quarterly Meetings	4	7	Increase parent engagement to increase student achievement.
Faculty Learning Meetings	biweekly	50	Increase parental engagement to increase student achievement.

Thinking Maps Faculty Meetings	Biweekly	50	Increase parent engagement to increase student achievement.
Kagan Faculty Learning Meetings	Biweekly	50	Increase parent engagement to increase student achievement.
Child Talk	Monthly	50	Increase parent engagement to increase student achievement.
Data TEam Meetings	3	50	Increase parent engagement to increase student achievement.
Family Engagement Conference	1	2	Increase parent engagement to increase student achievement.

2018-2019

SCHOOL IMPROVEMENT PLAN GOALS

GOALS (anticipated in your 18-19 SIP)	How will this goal be communicated to families?	How will families support this goal?
The Deep Creek School family will build relationships amongst all stakeholders then provide rigorous and relevant instruction to meet the needs of all students.	At various parent meetings such as Title 1 night and Open House. Also, we will include it in award ceremony speeches and various literature throughout the year.	By building positive relationships with their child's teacher and other staff members around campus. By attending functions related to their child's interest and needs.

PARENT & FAMILY ENGAGEMENT PLAN

ASSURANCES

- ☐ The parents of Title I students are involved in decisions about how Title I funds are spent.
- ☐ A description of how your school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA.
- ☐ The plan was jointly developed/ revised with parent and made available to the local community.
- ☐ The parents and families are involved in planning, reviewing and improving the schoolwide program.
- ☐ How the plan uses the findings of the parent and family engagement plan to review design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- ☐ The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- ☐ The school will notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is assigned out of field.
- ☐ The school will provide each family with an individualized student report about the performance of their child(ren) on State assessments. [ESEA section 1116]

Principal's Signature

Date Signed

MISSION STATEMENT

- ❑ The parent and family engagement plan is a shared responsibility.
- ❑ The parent and family engagement will assist in providing high quality instruction for all learners.

The Deep Creek Family is devoted to inspiring successful leadership in all we do.

INVOLVEMENT OF PARENTS

- ❑ The school will involve the parents and families in 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.

DCES posted the call for stakeholders for family engagement and formed a Parent and Family Engagement Team (PFET) including two parents, two teachers, Title I Para/AFA, Guidance Counselor and one administrator. New members were recruited to replace others who moved on from DCES. On March 23, 2018 the team attended the district Title I training. The PFET will plan to meet three times annually to review, revise and involvement strategies. The PFET is responsible for developing the school Parent and Family Engagement Plan. This information is reviewed and approved by the School Advisory Committee. Parents complete a survey annually where they have the opportunity to offer suggestions for Title I budget usage and parent involvement activities.

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

- ❑ The school will coordinate and integrate parent and family engagement programs and activities.
- ❑ The school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Program	Coordination
Title III	Family Reading Experience
Head Start VPK	Helping prepare Pre-K students for Kindergarten.
Title IV	Literacy/Science/Math/History Fair/STEM Nights
Title III	Grade Level Parent Nights
Title III	SAC Meetings
Title III	Student Led Conferences
Head Start, VPK	Kindergarten Round Up & Kindergarten Orientation
Title X	Social workers, working with families through the Homeless Coalition
Title III Head Start, VPK	Teddy Bear Picnic

ANNUAL PARENT MEETING

- ☐ Description of the 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.
- ☐ Description of the nature of the Title I program that is shared with parents (schoolwide or targeted assistance)
- ☐ Description of how the meeting will cover (AYP), school choice, and the rights of parents are covered at the annual meeting.

Activity/Tasks	Person(s)	Timeline	Evidence of
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	Responsible		Effectiveness
Parent Connect Phone Call announcing the Annual Title I Meeting (English & Spanish)	Principal, Assistant Principal	August 2018	Log of Phone Calls
Marquee notice two weeks prior to school meeting.	Assistant Principal	July-August 2018	Sign In Sheets
Title I Annual Meeting	Principal, Assistant Principal, Staff, Translators	August 2018	Parent Sign In Sheets, Agenda, Family Evaluation
Postcard mailed to every student/parent.	Principal	August 2018	Sign In Sheets
Notes of meeting for families unable to attend and new families.	Principal, Assistant Principal, Staff, Translators	Throughout the 2018-2019 school year	Typed minutes and date shared, agenda, sign in minutes.
School Website	Teacher/Webmaster	August 2018	

FLEXIBLE PARENT MEETINGS

- ☐ How the school offer a flexible number of meetings, such as meetings in the morning or evening.
- ☐ How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]

*Family Reading Center is open to families weekly on Wednesday 7:35-8:35.
 *FSA Parent Information Workshop is held annually, one morning and one evening.
 *Monthly SAC meetings (evenings).
 *Dad Take Your Child to School Day (morning).
 *Watch D.O.G.S. meetings -Pizza Night (evening) and Breakfast (morning).
 *Student Led Conferences - one morning and one evening event.
 *Variety of Family Workshops offered at various times

*Home Visits to Pre-K families by Pre-K staff at flexible times by appointment.
 *Students recognition awards programs (mornings)
 *Music programs morning and evening throughout the year.
 *Parent/Teacher Conferences at flexible times by appointment.
 *Glo Run Family Event (evening)
 *Volunteer Breakfast (morning)
 *Title I Annual Meeting (evening)

BUILDING CAPACITY for 2018-2019

- ☐ The school will implement activities that will build the capacity for meaningful parent/family involvement.
- ☐ The school will implement activities that will build relationships with the community to improve student achievement.
- ☐ The school will provide materials and trainings to assist parents/families to work with their child(ren).
- ☐ The school will provide other reasonable support for parent/family engagement activities.

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Literacy/Math/STEM Nights	Lead Teacher, Title I Para/AFA	Enhancing standards based curriculum.	Quarterly, SY 2018-2019	Parent Surveys, Sign In Sheets, Parent Evaluations.
Parent & Family Engagement Training	Title I Resource	Development of academic goals and strategies.	March 2019	Parent Engagement Action Plan
Student Led Conferences	Grade Level Instructional Leaders	Parent Engagement to increase student achievement.	SY 2018-2019	Parent Sign in Sheets, Parent Evaluation

School Newsletter	Adrienne McElroy, Principal	Parent engagement to increase student achievement.	SY 2018-2019	Parent Survey
Pre-K Home Visits	Pre-K Teacher and Assistant	Parent engagement to increase student achievement.	Ongoing	Teacher Log/Conference Forms
Family Reading and Resource Center	Title I Para/AFA	Parent engagement to increase student achievement.	SY 2018-2019	Parent Sign In Sheets and School Survey
Watch D.O.G.S	James Vernon, Assistant Principal	Parent engagement to increase student achievement.	SY 2018-2019	Sign In Sheets, Parent Evaluations
Kindergarten Orientation	Principal, Assistant Principal, Title I AFA/Para, Kindergarten Team	Parent engagement to increase student achievement.	May 2018	Invitations, Agenda/Sign In Sheets, Parent Evaluations
Glo Run Family Event	Assistant Principal, PTO	Parent engagement to increase student achievement.	March 2019	Sign In Sheets
“My Grand and Me” Student/Adult Dance	Principal, PFET, Title I Para/AFA	Parent engagement to increase student achievement.	February 2019	Sign In Sheets

STAFF DEVELOPMENT for 2018-2019

- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in the **value and utility of contributions of parents/families.**

- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in **how to reach out to, communicate with, and work with parents/families as equal partners.**
- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with **the assistance of parent/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school.** [ESEA Section 1116]

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
PFET Training Day	Principal, Title I Para/AFA	Increase parent engagement to increase student achievement.	March 2019	Sign In Sheets, Parent Survey
Title I ParaLiason/AFA Monthly PLC	Renee Wiley, Title I Liaison	Increase parent engagement to increase student achievement.	SY 2018-2019	Agenda and Sign In Sheets
Faculty Learning Meetings	Adrienne McElroy, Principal	Increase parent engagement to increase student achievement.	SY 2018-2019	Agenda and Sign In Sheets
Data Team Meeting -Three times annually	Marie Brown, Lead Teacher	Increase parent engagement to increase student achievement.	SY 2018-2019	Agenda, Sign In Sheets, Student Data
Thinking Maps Faculty Meetings	Marie Brown, Lead Teacher	Increase parent engagement to increase student achievement.	SY 2018-2019	Agenda, Sign In Sheets.

Kagan Faculty Learning Meetings	Marie Brown, Lead Teacher	Increase parent engagement to increase student achievement.	SY 2018-2019	Agenda, Sign In Sheets
Child Talk	Core Team as case managers, teachers	Increase parent engagement to increase student achievement.	SY 2018-2019	Notes
Hooked on Family Engagement Conference	Title I Para/AFA, Parents	Increase parent engagement to increase student achievement.	November 2018	Sign In Sheets, Parent Survey

OTHER ACTIVITIES

- ❑ Other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren). [ESEA Section 1116]

*New families checklist and video on school website to welcome new families. School Tours lead by Title I Para/AFA, Lead Teacher and Student Leaders.

*Title I Family Resource Center is open weekly coordinated by the Title I Para/AFA.

*Student Led Conferences Data/Days semi annually coordinated by the Grade Level I Instructional Leaders.

*Curriculum Nights/Math, Science, Literacy, STEM organized and facilitated by teacher Leaders for subject area during the school year.

*School website links to resources for parents/students ongoing facilitated by school Webmaster.

*Watch D.O.G.S. program to increase male role models on campus, coordinated by Assistant Principal.

*Parent Institute Website link ongoing and facilitated by CCPS.

*Family Engagement Conference for Staff and DCES Parents.

COMMUNICATION

- ☐ The school will provide timely information about the Title I programs.
- ☐ The school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain.
- ☐ If parents request, 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).
- ☐ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 1116]

*Title I Annual Meeting 8/2018 families will receive required information on Title I and opportunities for parenting, learning at home, volunteering and decision making available during SY 2018-2019

*School website

*Grade level standards and state assessment link on our school website and distributed at grade level meetings.

*Quarterly PFET meetings.

*Parent Survey data report utilized to plan meetings.

*Unsatisfactory comments from parents will be submitted to the Title I office.

*iReady Progress reports sent three times annually.

*Link to new Florida Standards assessments on the DCES website.

*PFET (Parent, Family Engagement Team)

*School Advisory Committee

*Informational Guide/Calendar sent home with the youngest child in every family.

*Documentation will be maintained in the Title I Monitoring CRATE.

ACCESSIBILITY

- ❑ Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- ❑ Describe 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.

*Translation will be available as is practical and needed provided by school and District staff.

*Parent Guide and School Calendar provided to each family in English and Spanish and available on the District and school websites.

*Use TransAct website to produce informational letters in various languages.

*For parents who are unable to attend the school events due to disability/ies, school Information will be located on school website, teacher website, through teacher Contact, phone calls and sent home hard copy form.

*New families receive a Title I Parent Guide and Title I Brochure.

*Documentation is maintained Title I Monitoring CRATE.

DISCRETIONARY ACTIVITIES (optional)

- ❑ Any activities that are not required, but will be paid through Title I, Part A Funding (for example, home visits, transportation for meetings, activities related to parent/family engagement. etc.)

Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
Watch D.O.G.S. Pizza Night	Promote male involvement in our school.	James Vernon, Assistant Principal	Increase male involvement to increase student achievement.	August 2019
Student/My Grand and Me Dance	To increase family involvement in our school.	Adrienne McElroy, Principal, Title I Para/AFA	Promote volunteers in school to increase student achievement.	February 2019
Family Fun Glo Run	To increase family involvement in the school.	Adrienne McElroy, Principal, Title I Para/AFA, PFET Team.		

BARRIERS

- ☐ Describe the barriers that hindered participation by parents during the previous school year.
- ☐ Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents /families of migratory children).

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
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Scheduling Conflicts	Continue to offer flexible times for events.	Adrienne McElroy, Principal, School Calendar Committee	SY 2018-2019
Scheduling Conflicts for working parents.	Provide opportunities for parents to volunteer for activities that can be done at home.	Classroom Teachers, PTO	SY 2018-2019