

Scenic Heights Elementary Title I, Part A Parental and Family Engagement Plan

Involvement of Parents

Describe how the school will involve parents and families 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 {ESEA Section 1116}.

Scenic Heights Elementary will have programs, activities and procedures for the involvement of parents. These programs and activities will be planned using input from parents, PTA, and members of the School Advisory Council (SAC). Meetings will be advertised by newsletters, fliers, school website, focus calendar, school marquee sign, and school messenger telephone system. Parent input from SAC and PTA meetings will be used to guide budget and program development.

Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home {ESEA Section 1116}.

#	Program	Coordination
1	Title I Annual Parent Meeting	Administration
2	Pre-School Orientation	Administration and Teachers
3	School Advisory Council	Principal and SAC Chairperson
4	Kindergarten orientation	Administration and Teachers
5	Parent Surveys	Administration
6	PTA Programs	PTA President and Officers
7	Family Nights	Administration, Teachers
8	Parent Conferences	Administration, Teachers
9	Parent Surveys	Administration

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequate Yearly Progress, school choice, and the rights of parents are covered at the annual meeting.

#	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop meeting materials	Administration	August 2018	Agenda, handouts, etc.
2	Advertise/publicize event	Administration	August 2018	Flyer/invitation and Sign-In sheet
3	Title I Parent Meeting	Administration	August 2018	Sign-In sheet
4	Maintain documentation	Administration	August 2018	Sign-In sheets/Parent Input/Agenda/Meeting Minutes

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 engagement {ESEA Section 1116}.

Scenic Heights Elementary shall conduct, meetings such as Volunteer Training and Parent Conferences at different times to increase opportunities for parent participation. Meetings/conferences will be offered before school, during school and after school. We will meet the needs of our parents when scheduling meetings and conferences. The school social worker and teachers are available to make home visits, when necessary.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, and building relationships with the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents assist parents/families to work with their child. Include information on how the school will provide other reasonable support for parent/family engagement activities under {ESEA Section 1116}.

#	Building Capacity Activity for Families	Person Responsible	Materials/Training Provided to Parents/Families	Timeline	Evidence of Effectiveness
1	Assessments individual students/conferences/progress reports, report cards, RTI process for individual students	Teacher/Admin.	student scores, information on how to interpret scores	ongoing	Progress reports, report cards, FSA reports, conference logs
2	Informing parents of STAR360,FSA ELA, FSA Math, and FCAT Science scores	Teachers/Admin	Individual assessment reports, info on how to interpret scores	ongoing	Parent letters, Scores sheets in file
3	Kdg,1st, 3rd grade Conferences	Kdg,1st, 3rd grade teachers	Grade level expectations, student performance levels, ideas on how to help at home	ongoing	sign-in sheets,Increase student achievement
4	Math Family Night	PTA/ Teachers/ Partners in Ed/Admin.	All materials for hands-on math activities	Mar 2019	sign in sheets, Improved math test scores
5	GEMS Training	Admin	GEMS packet, volunteer application	Sep 2018	sign-in sheet, AR points, increased reading levels
6	Book Fair Family Night	Media Specialist	Fun activities to help build reading skills	Feb 2019	AR points, increased reading levels, improved test scores
7	Science Family Night	PTA/ Teachers/ Science Team/Admin.	All materials for hands-on science experiments	Jan 2019	sign in sheets, Improved science test scores
8	Volunteer Training	Admin	Volunteer packet	Aug 2018	sign-in sheet, Golden School award
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Staff Development

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 parents/families, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents/families, and in how to implement and coordinate parent/family programs, and build ties between parents/families and schools {ESEA Section 1116}.

#	Building Capacity Activity for Staff	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Poverty Training	Admin	building ties between home and school	Aug 2018	School Climate Survey
2	iReady	District Trainer	increased student achievement	Ongoing	increased test scores
3	Staff Volunteer Training	Admin	SIP Goals	August 2018	School Climate Survey
4	Bullying training	Guidance	SIP Goals	1st semester	guidance schedule
5	Leadership Team Meetings	Administration	Increased student achievement	Ongoing	Parent Climate Survey
6	Faculty Training/Meetings	Administration, Guidance	Increased student achievement	Ongoing	Parent Climate Surveys
7	Web-site Information	Technology Coordinator	Increase student achievement w/more parental involvement	ongoing	view web site
8	FOCUS grade book portal	Teachers	Student grades	ongoing	Parental use
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Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children {ESEA Section 1116}.

Other activities are: Grandparents' Day, school climate survey; district parent survey; PTA Meetings; Weekly School Newsletters, SAC meetings, PTA parent workshops, Spaghetti dinner & basket bazaar, science night, math night, activities sponsored through the Scenic Heights Neighborhood Association, Relay For Life, chaperoning field trips. Scenic Heights allows parents to participate in classroom activities designed to have parents interact with their children at school. Parents are notified of activities by newsletters, flyers, school website, and school phone messenger service. The school will monitor feedback via our annual climate survey.

Communication

Describe how the school will provide parents of participating children the following:

- 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 achievement levels students are expected to obtain;
- If requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and
- If the school wide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency {ESEA Section 1116}.

When teachers return to Scenic Heights for pre-planning they are instructed to make phone contact with each parent on their class list to personally invite them to orientation which is scheduled a few days after teachers return. Information will be sent to parents in a timely manner. Every Monday, parents receive a "Bulldog Bulletin" which provides weekly and/or monthly school information. Students have daily planner and/or take home folders which allows for quick dissemination of materials. We also update our electronic marquee weekly and submit important information to parents via School Messenger. Parent conferences in Kdg & 1st grade will occur after 9 weeks of school; third grade conferences will occur immediately after round 1 of portfolio testing . The conference may include conversations about student progress, suggestions for home support, and volunteer opportunities. Parents may schedule conferences throughout the year as needed. Science night sponsored by teachers for parents and students in grade 3-5 take place in the fall. Students in grade 3-5 will sponsor a science night in the spring for students in grade Kdg-2. RtI meetings will be conducted for struggling students with invitations to parents. If a language or disability barrier exists, an interpreter will be provide the support needed to communicate effectively with parents.

Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents. Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable, uniform format and in a language that parents/families can understand.

All necessary accommodations are made for parents and students with disabilities and those with limited English proficiency. Interpreters and translated documents are available for parental involvement activities. We will request interpreters from the district ESE department when needed as well as using the bilingual staff members at school.

Discretionary Activities

Activities that are not required, but will be paid for 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 Responsible	Anticipated Impact on Student Achievement	Timeline
1	Parent Conferences to enhance parental involvement at home	Hire Substitute Teachers	Principal/Teachers	SIP Goals	1st semester
2	Family Nights (math & science)	Purchase materials to be used for parent training	Principal/Teachers	SIP Goals	1st semester
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4					

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 disabled, have limited English proficiency, and parents/families of migratory children) {ESEA Section 1116}.

#	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	work schedules	offer many evening activities, parent conferences
2		
3		
4		

Assurances about the Parent and Family Engagement Plan

I, Shelly Cox , 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

- Describe how the school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent;
- Plan was jointly developed/revised with parents and distributed to our families and the local community;
- Involve parents and families in the planning, review, and improvement of the school wide program plan;
- Use the findings of the parent and family engagement plan review to design strategies for more effective parental involvement, and to review, if necessary, the school's parent and family engagement plan;
- Provide to each parent an individual student report about the performance of their child on the state assessment {ESEA 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 out of field;
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Signature of Principal or Designee
Shelly Cox

Date Signed (2018/19)
08/17/18

(typed signature denotes approval of PFEP)