

# McArthur 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}.

McArthur Elementary will have programs, activities and procedures for the involvement of parents and families. 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 parent newsletters 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	Head Start	LEA cofunds Head Start for 185 children. These services are provided in schools with our highest poverty. Family events provide guidance and modeling of emergent literacy development activities.
2	Voluntary Pre-Kindergarten	Title I Part A co-funds VPK services, by extending full day services in schools with our highest poverty. Family events provide guidance and modeling of emergent literacy development activities.
3	Title I, Part C	Migrant families participate in a LEA Advisory Council for English Language Learners. Translators are available for teacher conferences as well as to assist with translation of documents to be provided for families. Family events provide guidance and modeling of emergent literacy development activities.
4	Title I, Part D	Resources are provided for parents whose children are enrolled in Neglected & Delinquent programs.
5	ESOL-Title III	Provides supplemental resources for English Language Learners (ELL) such as services and paraprofessionals.

6	Title IV, Part A	Provides students with a well-rounded education, supports safe and healthy students, and supports the effective use of technology. Schools benefit through Capturing Kids' Hearts training and the services of the secondary schools guidance TSA.
7	Carl Perkins Career and Technical Education Act	Provides funds to increase the quality of career and technical education.
8	Title IX, Part A	Provides hygiene items, school supplies, and tutors at area homeless shelters to support families. Assistance for housing, food, and other emergency support are available for families referred under Title IV. Counseling services and shelter based tutoring/parent training is available.
9	IDEA	Provides students with a disabilities a Free Appropriate Public Education (FAPE) that is tailored to their individual needs including an Individualized Education Plan (IEP), placement in the Least Restrictive Environment (LRE), appropriate evaluation, parent and teacher participation, and procedural safeguards.

## 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	T. Vaughn and E. Greenberg	8/2018	Agendas, handouts, Schoolmessenger etc.
2	Advertise/publicize event	T. Vaughn and E. Greenberg	9/2018	Flyer/invitation, Schoolmessenger and Sign-In sheets
3	Title I Parent Meeting	T. Vaughn and E. Greenberg	9/13/18	Sign-In sheets
4	Maintain documentation	T. Vaughn and E. Greenberg	Ongoing	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}.

McArthur 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 parent newsletters and school messenger telephone system. Meetings will be conducted at different times of the day to accommodate working parents. Parent input from SAC and PTA meetings will be used to guide budget and program development.

# 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	Pre-School Orientation	Principal, APrincipal	Handouts, review of academic materials	8/18	Schoolmessenger
2	Title I Annual Parent Meeting	Principal, APrincipal	Academic Support materials and Standards review	9/18	Agenda and Sign-in sheets
3	School Advisory Council	Principal, APrincipal	SAC Manuel, Budget information, Family compact, PFEP	8/18 - 5/19	Surveys
4	PTA Programs	PTA President and Officers	Parent surveys for input and needs	8/18 - 5/19	Surveys
5	Family Nights	Principal, APrincipal and Teachers	Parent surveys for input or suggestions	2/19	Sign-in sheets
6	Parent Conferences	Principal, APrincipal and Teachers	Copies of academic goals, data collect showing progress towards the goals	8/18 - 5/19	Sign-in sheets, follow-up call or note
7	Parent Surveys	Principal, APrincipal and Teachers	Provide paper copy for families without internet, school messenger calls, notes home, newsletters	2/2019	Track number submitted
8	Supplemental Academic Instruction	Principal, APrincipal, SAC, PTA, Teachers	Purchase Junior Great books and iready support materials	8/18 - 5/19	Budget and student data
9	Parent Training Meetings	Principal, APrincipal and Teachers	Evaluation surveys	8/18-2/19	Work packets given to parents, follow-up with parents
10					

## 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	Training for faculty	Administration Guidance	Increased student achievement and participation	Ongoing	Parent Input and Surveys
2	PTA Meetings	Administration and PTA Board	Increased student achievement and participation	Ongoing	Parent Input and Surveys
3	Grade Level Meetings	Administration and Grade Level Chairs	Increased student achievement and participation	Ongoing	Parent Input and Surveys
4	Leadership Team Meetings	Administration Committee Members	Increased student achievement and participation	Ongoing	Teacher and Parent surveys
5	School Advisory Council	Administration Committee Members	Increased student achievement and participation	Ongoing	SAC Input
6	Parent Training	Administration and Grade Level Chairs	Increased student achievement and participation	Ongoing	Teacher and Parent surveys
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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}.

The Title I Program provides support to parents to help in fully participating in the education of their child. Parent Surveys will be conducted to gather input into academic concerns and in planning for student needs. Family Nights will provide training in a supportive environment that includes strategies for increased academic success and better understanding of the curriculum. Parent conferences will increase parent involvement in their child's education. Conferences will be conducted with all students.

## 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}.

Timely information will be sent home by bookbag, newsletters from classroom teachers and school, school messenger and through the school website. By the second grading period, Kindergarten through 5th grades will have initial parent/teacher conferences. These conferences will include discussion about academic progress, strengths and concerns. Additional parent conferences will be conducted as needed by request of the parent and teacher. Additional Parent Meetings will be planned to address parent needs and suggestions made by parents. Important information will also be posted on the school marquee and our school messaging system.

## 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.

Parent communication will be provided in English and Spanish or other languages per parent need. The communication is provided in writing or if requested by interpreters. Needs will be determined by the Parent Home Language Survey. Parent meetings will be offered at different times to help accommodate parent need.

## 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	Annual Title I Meeting	Annual Presentation	Administration and Faculty	Increase parent involvement, student participation increase student success	September
2	K-5 Parent Conferences	Individual Conferences	Administration and Faculty	Increase parent involvement, student participation increase student success	September - December
3	Family Night	Parent training	Administration and Faculty	Increase parent involvement, student participation increase student success	
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## 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	Transportation for family member	Hold meetings at different times or days
2	Incorrect contact information	Send written request
3	Language	Request Interpreter
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# Assurances about the Parent and Family Engagement Plan

I, **Tama J. Vaughn**, 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.

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Signature of Principal or Designee

**Tama J. Vaughn**

Date Signed (2018/19)

**July 10, 2018**

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(typed signature denotes approval of PFEP)