

# Molino Park 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}.

The School Advisory Council will be informed of meetings that will be held to discuss budgetary decisions including Title I activities with parental involvement, a review of academic progress, and student needs. The Parent Volunteer Coordinator will plan, communicate, and implement activities for parents that will educate as well as provide opportunities for parents and students to participate in school activities.

## 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	VPK	Dynita Bufford, Specialist
2	Title I	Dr. Laura Colo, Director
3	Parent Workshops and activities	Gina Burke, Counselor and PTA Board
4	RISE	Gwen Abrams
5	PTA	Danielle Duffy, President

## 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), Adequately 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	Principal	September 2017	Agenda, handouts, etc.
2	Advertise/publicize event	Principal	September 2017	Flyer/invitation and Sign-In sheet
3	Title I Parent Meeting	Principal	September 14, 2017	Sign-In sheet
4	Maintain documentation	Principal	September 14, 2017	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}.

Meetings/Workshops will be offered during school hours and during the evening. Parents will be given a choice of convenient times to attend conferences. Activities with students and parents will be planned during the school day and in the evenings to encourage parents to participate with their children in various academic activities. Home visits are offered if needed. The RISE program will meet with parents monthly to encourage and educate them on ways to be involved with their children.

# 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 Conferences/Progress Reports, Report Cards	Principal/Assistant Principal/Teachers	Progress reports, report cards, FSA Reports, STAR 360 Reports, conference documentation	On-going	Progress reports, report cards, FSA Reports, STAR 360 Reports, conference documentation
2	Title I Program	Principal/Assistant Principal, Teachers	Annual Title I Meeting	September 14, 2017	Sign-in sheets, signed compacts in student files
3	Parent/Teacher Conference	Teachers	Grades, Curriculum Information, Data	Fall 2017	Data reports, report cards
4	Informing parents of FSA, Math, Science, and Writing scores through parent/teacher conferences	Principal/Assistant Principal/Teachers	Assessment Reports	On-going	Assessment reports
5	Progress Monitoring	Teachers/MTSS Team	Data, Assessment information	On-going	Daily assignments, progress reports, report cards, MTSS

## 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	Faculty Orientation	Principal	SIP Goals	August, On-going	Teacher phone logs, Parent/Student Handbook, Discipline folders
2	Communicating and working with parents	Principal/Assistant Principal	SIP Goals	On-going	SAC Agenda
3	Building ties between home and school	School/Community, website	SIP Goals	On-going	Parent/School Volunteer Log
4	FOCUS	Principal/Assistant Principal/Teachers	SIP Goals	On-going	Logs
5	Parent Volunteer Orientation	Assistant Principal	SIP Goals	Sept. 7, 2017	Volunteer Log and Hours
6	Teacher Volunteer Orientation	Assistant Principal	SIP Goals	Sept. 6, 2017	Volunteer Log and Hours

## 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}.

Molino Park encourages parents to participate in classroom activities designed to have parents interact with their children's learning at school; as well as Grandparents' Breakfast, Field Day, Arts' Day, Literacy Night, and musical productions. We also have special breakfast for Moms and Dads with their children.

Parents are allowed to go on Field Trips with students.

A special place is provided in the lunchroom for parents to eat with their children.

Parent Volunteers are always welcome to assist in classroom activities.

# 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, posted on the school's web site, monthly newsletters, and school marquee. Before the end of October, classroom teachers will have completed the initial parent/teacher conference. During the parent/teacher conference, student academic progress is discussed with suggestions to help students at home and school. MTSS (RtI) team meetings will be conducted for struggling students with parents being an integral part of the team. Parents can schedule teacher conferences as needed throughout the school year. As other activities become available, parents will be notified by monthly newsletter, activity fliers, website, teachers' written communication or phone contacts.

# 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.

The school invites parents to activities both during school and after hours. Information for these activities is shared with parents both in writing and with our automated phone system. All necessary accommodations are made for parents and children with disabilities. Interpreters are available for translating documents for parental involvement activities. Molino Park has not had any parents with limited English proficiency or that are migrant workers. If the need should arise, the district Title I Office will assist us in providing information to them.

## 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	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]	SAC, PTA and parent meetings, parent workshops, and parent/teacher conferences	Principal, Asst.Principal, Teachers, Guidance Counselor	SIP Core Goals	On-Going

## 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	Lack of internet in homes	Text Message and Remind 101
2	Parents receiving the notice(paper copy	Using the School Messenger System

# Assurances about the Parent and Family Engagement Plan

I, **Lisa Arnold**, 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

**Lisa Arnold**

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Date Signed (2017/18)

**9/15/17**

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(typed signature denotes approval of PFEP)