Ensley 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}.

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| Ensley has programs and activities to encourage parental involvement. These will be planned and operated using meaningful consultation with parents. At our Annual Title I Parent Meeting, parents will give input on the PIP offering suggestions and revisions for the school year. They will also be given the opportunity to give input on how parent involvement funds will be used during the school year. |

# 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}.

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| **#** | **Program** | **Coordination** |
| 1 | Head Start | Jessica Czuprynski |
| 2 | VPK | Dynita Bufford |
| 3 | Title One | Laura Colo |

# 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.

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| **#** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Develop meeting materials | Jayne Cecil | Sept. 2017 | Agenda, handouts, etc. |
| 2 | Advertise/publicize event | Jayne Cecil | Sept. 2017 | Flyer/invitation and Sign-In sheet |
| 3 | Title I Parent Meeting | Jessica Bryan | Sept. 19 | Sign-In sheet |
| 4 | Maintain documentation | Jessica Bryan | 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}.

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| Parent Meetings will be scheduled in a flexible manner in order to meet the needs of parents, including morning, afternoon and evening meetings. |

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# 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}.

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| **#** | **Building Capacity Activity for Families** | **Person Responsible** | **Materials/Training**  **Provided to Parents/Families** | **Timeline** | **Evidence of Effectiveness** |
| 1 | School Advisory Council | Principal | Agenda, SIP, PIP, Budgets | quarterly | agenda/sign in |
| 2 | Academic Parent Teacher Teams | Admin/Title 1 | strategies, student data | quarterly | attendance |
| 3 | Volunteer Training | Asst. Principal | vol. booklet | Sept. 2017 | sign in sheet |
| 4 | Title One Annual Mtg. | Admin Team | Info on Title One School | annually | sign in sheet |
| 5 | Newsletters | Principal | Online Newsletter | bi-monthly | # signed up |
| 6 | Dad’s Night Out | Admin Team | Family activities | 3 times a year | sign up sheet |
| 7 | Academic Nights | Asst. Principal/teachers | FSA information | yearly | sign in sheet |

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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}.

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| **#** | **Building Capacity Activity for Staff** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | APTT training | Leigh Ann South/Admin Team | Increased foundational skills for ELA/Math | Summer 2017/ Sept./Dec./March | strategies developed |
| 2 | Engage NY 4th/5th | Admin Team/Lisa Marsh | Increased skills/complexity/rigor for ELA/Math | Sept./Nov./Jan./March/May | meeting dates |
| 3 | Capturing Kids Hearts | Process Champions | build stronger relationships between students/teachers/families and increases support and achievement. | monthly | faculty meeting agenda |
| 4 | Thinking Maps | Asst. Principal | increase thinking/organization skills for ELA/Math | monthly | agendas from meetings |

# 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}.

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| Parents are encouraged to come to the school's media center to check out  books with their child. Parents are also encouraged to attend the workshops offered by  the school, as well as the district. |

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# **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}.

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| Parents will receive timely information about the school, curriculum, and  assessments through written communication, APTT, parent conferences, PTA  Meetings, School Advisory Council Meetings, and websites. Conferences are held during  the year as parents and/or teachers request them. Three times a year parents are invited to attend  APTT meetings.  Parents are also invited to our Annual Title I Parent Meeting held in September. At this meeting,  information about the Title I program, curriculum, assessments,compact, budget and parent  involvement activities are discussed. Parents are given the opportunity to give input at this meeting.  Parents are also invited to School Advisory Council meetings, where the Title I program is discussed.  As other activities become available throughout the year, parents will be notified by newsletters, our  website, teacher’s written communication and school messenger. |

# 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.

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| Ensley will provide opportunities for participation of parents with Limited  English Proficiency by providing written communication in their native language when  possible. The Home Language Survey is translated into all of the languages of the ESOL  students. ESOL Teacher Assistants who speak Spanish/Chinese will interpret for parents during meetings and conferences. Phone calls will be made by the ESOL teacher assistants.  District liaison persons will be used when needed to translate or make phone calls as necessary. |

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# 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.)

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| **#** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | APTT | Piloting Academic Parent Teacher Team Meetings | Leigh Ann South | Increase achievement in ELA/Math | Sept./Nov./Jan./May |

# 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].

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| **#** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Transportation | Offer flexible meeting times for some activities/programs |
| 2 | Language | Offer translators when available |

# Assurances about the Parent and Family Engagement Plan

I, Jayne Cecil , 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  Jayne Cecil | Date Signed (2017/18)  October 23, 2017 |
| (typed signature denotes approval of PFEP) |  |