**Dunnellon Elementary SCHOOL Title I, Part A Parent and Family Engagement Plan**

**Mission Statement: The Dunnellon Elementary School Community is committed to providing a safe, stimulating, and challenging learning environment that meets the needs of ALL students.**

Describe how the parent and family engagement plan is a shared responsibility.

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| **Through our School Advisory Council (SAC) consisting of parents, community members, and elected school staff, our parents will be included in decisions regarding our Title I and Parent Involvement Plans. The SAC will help review the PFEP and make suggestions and will participate in the decision-making process of how funds for parent involvement will be used. This will be accomplished by involving parents through the School Advisory Committee (SAC) in the review, planning, and improvement of the school's Family and Parent Involvement Plan (PFEP). Members of SAC will represent all stakeholders: the teachers, para-professionals, family members and members of the community. All parents and family members are encouraged to become members of the SAC. Information about the SAC is sent out to families in the school newsletters, Skylert phone messages, and during our Back to School Orientation as well as Open House meetings.** |

Describe how the parent and family engagement will assist in providing high quality instruction for all learners.

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| Provide K-2 resources to parents and family members to encourage and support literacy development at an early age and number sense in order to support them in understand mathematical concepts. Provide 3-5th Grade parents with strategies and resources to support mastery of ELA standards. Help K-5th Grade parents acquire strategies for solving real world mathematical applications. |

**Engagement of Parents**

Describe how the school will engage the parents and families in an 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.

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| **SAC will meet at least quarterly. At the first meeting, SAC members will review and adjust the 2018-2019 SIP, PFEP, SAC by-laws, and school compact if needed and we will continue to make adjustments as necessary throughout the school year. In addition, SAC members will have input on how Title I and Parent and Family Engagement funds shall be used. Each member of SAC will be provided with a copy of the School improvement plan and it will be reviewed by all members section by section with assistant principal or principal explaining each section. Adjustments will be made based on a majority vote.** |

**Coordination and Integration with Other Federal Programs**

Describe (*in the table below*) how the school will coordinate with other federal programs and integrate parent and family engagement activities that teach parents how to help their child(ren) at home.

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| Title I Part A | Our school receives Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I, Part A. |
| Title I Part C (Migrant) | The administration will contact the Migrant Department of Grants & Federal Programs office as needed to request support services that will provide academic support to the students and help families with resources they may need. |
| Title I Part D (Neglected & Delinquent) | Our administrative team collaborates with our School Social Worker and Social Worker’s Assistant to schedule conferences/meetings with parents who have children attending Dunnellon Elementary School and have absences/tardies/early checkouts from school that exceed the level as outlined in the Marion County Code of Student Conduct. |
| Title II | Staff and faculty members participate in District professional development activities and trainings. |
| Title III - ESOL | The administration will coordinate with Grants & Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language. |
| Title IV Part A | N/A |
| Title IV Part B (21st CCLC) | N/A |
| Title IX Part C - Homeless | The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need. |
| Home Instruction for Parents of Preschool Youngsters (HIPPY) | Home Instruction for Parents of Preschool Youngsters (HIPPY) is a parent involvement and school readiness program. HIPPY offers free home-based early childhood education for three, four, and five year old children working with their parent(s) as their first teacher. The parent is provided with a set of developmentally appropriate materials, curriculum, and books designed to strengthen their children's cognitive skills, early literacy skills, social/emotional and physical development. Representatives from this program will hand out flyers at Open House and parent events. |
| Individuals with Disabilities Education Act (IDEA) | Our school coordinates with the ESE, Student Services Department of MCPS. Supplemental instructional support is shared with parents as they are invited to and attend their child's IEP meeting. Teachers and staff follow the MTSS policies and process. |
| Voluntary Pre-Kindergarten Program | Title I coordinates with the Early Learning Coalition, and schools in order to provide parents and caregivers helpful information and steps for enrolling their children in Florida’s Voluntary Pre-Kindergarten programs. VPK and (ESE) VPK classrooms are established in schools based on school and community needs. |

**Annual Parent Meeting** *(Stand Alone)*

Provide a 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.

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| The **Annual Title I meeting will be held at two different times. One will be held at 8:00 a.m. on September 6, 2018 (Title I annual meeting) and another one at 6:00 pm - 6:30 pm in the cafeteria on September 6, 2018. In addition, we will post the PowerPoint Presentation on our school website. A copy of our PFEP and SIP will be posted on our website and our newsletter will contain information on where to find these documents.** |

Provide a description of the nature of the Title I program that is shared with parents (school wide or targeted assistance).

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| DES operates a school wide Title I, Part A program, which is the largest federally funded grant program for grades K-12. It is designed to provide all children that attend low-income schools significant opportunities to receive a fair, equitable, and high-quality education. |

Provide a description of how the meeting will cover yearly progress, school choice, and the rights of parents.

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| The Title 1 Annual Parent meeting presentation will cover yearly progress, school choice, and the rights of parents. A PowerPoint presentation will be given the morning of our Open House and one will be given prior to our Open House in the evening. The PowerPoint presentation will be available through Google Classroom on our school website. |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

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| **Teachers and administration will ensure that family engagement workshops and meetings are offered at flexible times for parents and families. Parent and Family Engagement Workshops will be presented during the day and evening. Refreshments or a light meal will be provided at each of these trainings/workshops. This allows busy parents to participate without missing work or having to prepare a meal for the family before coming to a school event. Childcare is also available for those who are in need of this service.** |

Describe how will the school provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.

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| N/A |

**Building Capacity**

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement.

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| **Based on our 2017-2018 school-based data and feedback from the Parent and Family Engagement evaluation forms we will offer activities to our families that will provide them with the knowledge and resources to help their child at home in the areas of reading, writing, math and science. Parents who cannot attend our events can contact the teachers to obtain the information and resources.** |

Describe how the school will implement activities that will build relationships with the community to improve student achievement.

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| We will hold a volunteer training session for our volunteers to welcome them to the new school year and provide them with a list of opportunities to volunteer in our school. Our volunteers used to work with students who show the highest academic need. Our Tiger to Cub mentoring group (Dunnellon High School students) will be partnered with students who need on-on-one mentoring. Student need will be based on academic and behavioral data from 2017-2018. Our business partner is invited to our SAC meetings and special events held at our school. |

Describe how the school will provide materials and trainings to assist parents/families to work with their child(ren).

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| Parents and families who attend our events will be provided with training and materials that will enable them to help their children by practicing and reinforcing skills being taught in school. Staff members will provide coaching and feedback during the session so they will be prepared to work with their child when they return home. The Title 1 Resource Van will visit our campus multiple times during the year and parents will be notified through a Skylert Message, Twitter, and a flyer sent home. |

Describe how the school will provide other reasonable support for parent/family engagement activities.

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| In order to make it more convenient for parents and families to attend evening events, a light snack will be served. Staff members will volunteer to provide childcare for families that need that accommodation, and take home materials will be provided so parents and families can support children in mastering grade level skills.  Teachers will have access to Connected Classroom which contains Cyber Coaching to assist in developing their confidence when implementing newly learned strategies. Teacher Talk is also available and is a forum for educators to received resources and network with other educators. |

**Staff Development**

Provide a description of 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 the value and utility of contributions of parents/families.

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| Strong Fathers, Strong Families will be used to provide professional development to our staff in the value of the contribution that parents/families make to the success of their children and our school. |

Provide a description of the professional development activities the school will provide to educate 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/families as equal partners.

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| In our week of pre-planning, the administration will provide teachers with information on how Dunnellon Elementary School will share the parent compacts with our families to ensure that all stakeholders know that we are equal partners in the education of our students. |

Provide a description of the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school.

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| Dunnellon Elementary School will utilize Strong Fathers, Strong Families to build ties between parents/families and the school. |

**Other Activities**

Describe other activities (ex: 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).

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| Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the Teacher Check Out program that the Center offers. Parents will be notified of the scheduled visits by the Parent Resource Van to our campus and we will request the Parent Resource Van visit during our Parent and Family Engagement events. |

**Communication**

Describe how the school will provide timely information about the Title I programs.

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| Our school will share timely information about the Title I programs including a description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Initial information will be shared during the Title I Annual Meeting held on September 6, 2018.  Parents and families will be notified through Skylert, flyers, class Dojo, our monthly newsletter, and information will be posted on our school website. This information will be sent out in English and Spanish. |

Describe how 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.

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| During our Open House, teachers will explain the grade level expectations to parents. In addition, at least one parent teacher conference will be scheduled with each parent so that the parent and teacher can discuss each child individually to share information on their child’s achievement, expectations for the grade level, and the assessments that will be given during the school year. Parent teacher conferences may be held as face to face or over the telephone. Parents unable to attend may request that the teacher send information home with their child. |

Describe how, 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 child(ren).

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| Parents may request a conference with a teacher at any time by e-mailing the teacher, calling the school guidance office, or sending a note to the teacher. In addition, we will hold a student-led conference night. |

Describe how the school will submit parents/families comments if the school wide plan is not satisfactory to them.

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| Parents and families will encouraged to attend the SAC meetings to discuss our school wide plan. In addition, we will post a continuing survey on our website to gather information from our parents and families regarding our school wide plan. |

**Accessibility**

Provide a description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.

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| Parent and Family Engagement Activities will be offered at various times during the day. Parents with disabilities will be provided accommodations to ensure full participation in the event. Our facility is ADA accessible. |

Provide a description of 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.

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| Parent information will be available in both Spanish and English. Dunnellon will use the Skylert messaging system, marquee sign, school website, and written communications to share school related information. This will include parent meetings, reports, and other parent activities. |

**Discretionary Activities** *(Optional)*

Describe any 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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**Barriers**

Describe the barriers that hindered participation by parents during the previous school year.

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| Time is one barrier that is continually a barrier along with student involvement in after school sports which prevents parental involvement at school if a planned event takes place at the same time as a practice or game is scheduled. Another barrier may be that parents have limited English proficiency. |

Provide description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children).

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| We will offer Parent and Family Engagement activities as different times during the day during this school year in order to take down the barrier that time plays in preventing our parents from attending our events. By varying the day and time of events, we hope to break down the barrier that exists due to student involvement in after school team activities. We will ensure that all flyers and communication are done in Spanish so our parents with limited English receive communication in their native language. We will also have our ELL Paraprofessionals make personnel contact with the ELL families to invite them to our Parent and Family Events and so they can answer any questions that they might have about the event. |