**Reddick-Collier Elementary SCHOOL Title I, Part A Parent and Family Engagement Plan**

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

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| During the SAC and PTO meetings parents share concerns and ideas for parent engagement. |

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

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| Our primary mission at Reddick-Collier Elementary is to prepare students for graduation and beyond by providing rigorous purposeful standards-based instruction while engaging families. We strive to work collaboratively with parents and families to nurture a love for learning and to help our students become lifelong learners. We believe that each child should be given opportunities to achieve and be successful through commitment and hard work. Active participation by parents and families will help promote this success. We will work together to establish effective family-school partnerships. School and home must work together to help ensure our students will achieve their goals. Reddick-Collier Elementary is committed to the success of students. We will work together with parents to monitor the effectiveness of our Parent Engagement and Title I Programs |

**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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| Our school has a School Advisory Council (SAC) and a Parent Teacher Organization (PTO) consisting of parents, community members, and school staff. All parents are encouraged to become members of the SAC and PTO. Information about these groups is sent out to families by School Newsletters, Skylert phone messages, and social media sites including Twitter, Facebook, and Instagram.  Members of the SAC will be determined by the balanced representation of the ethnic, racial, and economic community served at Reddick-Collier Elementary School. More than 50% of the SAC are parent (non-employee) representatives. The SAC meeting reviews and revises the School Improvement Plan, the Parent Engagement Plan and the School Compact each year. SAC members are invited to participate in district level Parent Involvement Review Committees. |

**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 1 funds based on free and reduced lunch counts. Title 1 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 1, Part A. |
| Title I Part C (Migrant) | The administration will contact the Migrant Department of Grants and Federal Programs office as migrant students enter the school. This office will provide academic support to the students and help families with resources they may need. |
| Title I Part D (Neglected & Delinquent) | [Enter text here or N/A] |
| Title II | Teachers will participate in staff development activities throughout the school year. |
| Title III - ESOL | ESOL Paraprofessionals will work with students throughout the day to provide support within the classroom. Additionally, ESOL paraprofessionals will provide translation for parent communication during conferences, phone calls, and any written notes sent home. |
| Title IV Part A |  |
| Title IV Part B (21st CCLC) | [Enter text here or 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) | [Enter text here or N/A] |
| Individuals with Disabilities Education Act (IDEA) | Parents will be provided with opportunities to attend IEP meetings, data chats, and parent conferences. Additionally, parents will be provided with a notice of Procedural Safeguards for Parents of Students with Disabilities. |
| Voluntary Pre-Kindergarten Program | Title 1 coordinates with the Early Learning Coalition, and schools in order to provide parents and caregivers with helpful information and steps for enrolling their children in Florida's Voluntary Pre-Kindergarten Programs. |

**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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| Administrators will work with the leadership team to create an agenda and PowerPoint presentation for the Annual Title I Parent Informational Meeting scheduled for September 6, 2018, regarding the school and Title I opportunities for students and parents. Invitations, Skylert messages, Social Media posts, and the marquee will be used to communicate the meeting with parents. During the meeting parents will sign in and be provided with an opportunity to complete a survey regarding the information they received and information they would like to receive in the future. |

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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| During the Title I meeting data will be shared regarding the school grade, areas of improvement, and areas needing support. The program will include information for parents about opportunities to get involved in their child’s education. Parents will be informed that RCE 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, 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 Annual Title I Parent Informational PowerPoint will include a chart with historical school grade data, information about assessments used to track student progress, school choice opportunities, and information about where parents can access information regarding the school and staff. |

**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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| * The school's scheduled orientation, open house, and the Annual Title 1 Meeting are held in the evening. This allows many of our working parents to participate. * Parent Training and Family Engagement Workshops are presented in the day and at evening. Refreshments or a light meal is 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. * SAC meetings are scheduled at a time convenient to the SAC members. This will be voted on during the first SAC meeting in September. * Student award ceremonies are presented during the school day at a variety of times on a quarterly basis. * The Media Center is open before and after school hours for parents to participate in the book fair and use the school computers, when needed. * Pre-Kindergarten classes present parent programs during the school day and also in the evenings. * Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as for teachers. * Donuts for Dads and Muffins for Moms events are held in the morning before school allowing parents to participate before they go to work. |

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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**Building Capacity**

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

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| Teachers will be provided with training opportunities regarding parent communication through our parent liaison. Teachers will be provided with strategies for communicating with parents such as Dojo, Remind101, Classroom websites, SkyWard messages, parent conferences, and phone calls. |

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

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| Monthly parent engagement activities will be open to the community. Community leaders will be invited in to support the school and share in encouraging students. Parent engagement activities will focus on standards and ways to help support learning at home. |

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

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| Content Area Specialists and teachers will provide parent engagement activities each month to inform parents about the standards they are working on and provide materials to practice important math skills and reading strategies at home. Teachers and staff members will provide electronic copies of requested information for any parent interested in the parent event. |

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

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| The parent liaison will communicate with parents and facilitate parents checking out materials through the parent resource center on the school campus and through the district. Materials will be provided to families for practice at home. During parent phone calls teachers will ask if parents would like to check out materials or resources. If parents would like resources sent home, the material will be checked out and sent through the back pack. |

**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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| Teachers will be provided with training on a variety of ways to communicate with parents; teacher websites, Dojo, newsletters (Smores), and parent conference protocols. Additionally, teachers will be trained in the Strong Fathers Strong Families program. |

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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| Teachers will be provided with training on a variety of ways to communicate with parents; teacher websites, Dojo, newsletters (Smores), and parent conference protocols. Additionally, teachers will be trained in the Strong Fathers Strong Families program. |

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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| Teachers will participate in the Strong Fathers Strong Families Program. |

**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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| The parent liaison will facilitate the parent resource center to encourage parents to check out materials. |

**Communication**

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

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| The school will provide information through Skylert, Social Media, Newsletters, the marquee, parent Compacts, Students Handbooks, and Parent Conferences. |

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 Open House, teachers will explain the standards and resources used to teach the standards. Information will be available for parents that do not attend. They may request the material be sent home or they may schedule a time for an individual conference to gain the information. |

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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| If parents request conferences, teachers schedule meetings before school, during planning times, or after school. Conference forms are completed during the conference and signed by the parent and teacher. The guidance counselor and administrators participate in conferences upon request. |

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

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| Parent comments are written and discussed at the appropriate forum.(SAC, Leadership Team Meetings, Team Leader Meetings) |

**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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| Our facility is ADA accessible. Parents with disabilities are regularly invited to all parental involvement events and family engagement workshops. If support is needed to accommodate a disability, appropriate arrangements will be made.  Translators for those in need of assistance with Spanish and/or American Sign Language are available upon formal request, as well as informally, through our many bi-lingual staff members. Phone calls using the Skylert messaging system will be provided in English and Spanish, by the principal, the assistant principal, and the Skylert translation system. |

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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| The school will provide information through Skylert, Social Media posts, the marquee, newsletters, and conferences. ESOL paraprofessionals are available at all events for translation and they translate newsletters as they go home. |

**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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| Some of the activities did not capture parent attention. |

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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| Parent involvement increased when students were performing or the activities engaged students. Parent engagement opportunities will include an activity for students or an opportunity for student performance for the upcoming year. |