**BELLEVIEW ELEMENTARY SCHOOL Title I, Part A Parent and Family Engagement Plan**

**Mission Statement:** Our primary mission at Belleview Elementary School is to find ways of enhancing each child's learning opportunities. 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 and understand active participation by parents and family will help promote this success. We will work together to establish effective family-school partnerships. School and home must also work together to help ensure our students will achieve and succeed. We are committed to ongoing, two-way, meaningful communication to help facilitate mutual understanding and to stimulate student success.

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

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| Parent and family engagement is the planned responsibility of parents, families, staff and community members at various meetings such as SAC, PTO, the Annual Title 1 meeting and parent surveys, etc. This provides the opportunity to hear all voices and determine needs in order to plan effective parent engagement events. As a result of these efforts through the partnering of staff, parents and community members, we can support families by ensuring high quality instruction for all. |

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

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| We will provide relevant parent events that will engage parents with current standard based activities that can be supported both at home and in the classrooms. Parents, teachers and community members will also be asked for their input during SAC meetings and surveys provided after events and through newsletter. |

**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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| More than 50% of the SAC are parents or non-employees representatives and meetings are open to any parents who want to attend the meetings. Parents on our SAC assist in providing input on parent engagement and how funds are to be used, the editing of our School Improvement Plan, Parent and Family Engagement Plan and Home School Compact during one or more of our SAC meetings. Our SAC meetings are documented in our minutes and maintained for monitoring purposes. |

**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 school coordinates with the district in regards to the migrant program to provide supplies and additional support. |
| Title I Part D (Neglected & Delinquent) | N/A |
| Title II | Staff and faculty members participate in district professional development opportunities. |
| Title III - ESOL | ESOL services are available to eligible students. 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. Information about HIPPY is available in the school’s guidance office. Interested families may Grants & Federal Programs for more information. |
| 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 and attend their child's IEP meetings. Teachers and staff will follow the MTSS policies and processes. |
| Voluntary Pre-Kindergarten Program | VPK and (ESE) VPK classrooms are available at our school. |

**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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| Stakeholders will plan an agenda, reserve a date and Hold Annual Title I Meeting in September.  The information will be disseminated in the following way;   * Parents will receive a save the date flyer * Meeting will be posted on Marquee as well as a skylert message.   For those unable to attend the information will be shared through our newsletter.  The meeting will explain how the school earns Title 1 status and supports students school wide;   * Parent’s right to know * Students have equity and equal access to a high quality education * Parent engagement offered throughout the year * Supplemental curriculum |

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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| Belleview Elementary 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.  During the Title I Annual Meeting parents are provided with a description of the nature of the Title I program including:   * Title I, Part A, provides local educational agencies (LEA) resources that help children gain a high-quality education and the skills to master the Florida Standards. * Title I provides additional resources to schools with economically disadvantaged students. These resources provide additional teachers, professional development, extra time for teaching, parent involvement activities, and other activities designed to raise student achievement. * Two models are used in Title I schools to provide these services. School-wide models provide all students with access to services.   Several methods are utilized in order to notify parents about the meeting such as flyers, social media, emails and phone alerts. |

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

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| During our Annual Title I meeting parents will receive information on how and when progression is discussed. It will be done quarterly during our SAC meetings. School choice and rights of parents will be conveyed during our annual meeting, written in our school’s newsletter and stated on our school’s webpage. |

**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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| Belleview Elementary School teachers and administration will ensure that family engagement workshops and meetings are offered at flexible times for parents and families.  Examples of flexible meetings and trainings at our school are:   * Volunteer Breakfast Orientation will take place in the early morning. Back to School Orientation is scheduled during mid-day to allow working parents to possibly stop by during their lunch break. Information presented at Back to School Orientation will be sent home to parents upon request. Open House Meeting is held in the evening. Tailgate with TEAM BVE (curriculum) will take place during the morning. Fall into Learning (curriculum) will take place during the evening. Bronco Night (curriculum) will take place during the evening. SAC meetings are scheduled at a time convenient to the SAC members with child care available. This will be voted on during the first SAC meeting in October. * When parent trainings are offered in the evening, child care is provided unless the training is designed to incorporate the children. * The Media Center is open in the evening when book fair is scheduled. * Parent-Teacher conferences are scheduled at various times convenient for parents and families as well as for teachers including at least one evening per year. |

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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| The school will provide childcare to parents during evening activities, this is done through volunteers. |

**Building Capacity**

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

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| Provide Parent STEAM Nights w/ Self Regulation Techniques where parents will receive information to help with their child’s academic development and success. Examples of events include, but are not limited to:   * Literacy/Math Night * BRONCO (Science) Night * Tailgating with Team Belleview   Thirty Parents responded to our Parent Survey, according to them 37% would like to see our events held in the morning during the week and 62% would like to see them held during the week in the afternoon/evenings.  Our activities/events will be offered different times AM and/or PM throughout the year to address the academic, social and emotional needs of the students. Flyers and skylert messages will be sent out to parents prior to the events as well as printed in their parent handbook/calendar provided to each family at the start of school. Parents unable to participate in events can receive materials from the events. |

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

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| Activities will be implemented on campus with school and community partners. For example, the Lego education representative will facilitate a STEAM activity that supports problem solving within a family. |

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

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| During meaningful parent/family engagement events, parents will receive materials related to academic standards, and other student needs. These materials will be funded through the UniSig grant and Title I family engagement funds. The title 1 Home School Liaison will send dates and times available for the van to participate at our events and provide materials to parents. |

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

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| Additional support will be provided based on specific needs shared through parent-teacher conferencing or specific parent requests. Resources from other stakeholders, such as ESE, ESOL and homeless departments will be invited throughout the year to provide information and assistance to our parents. |

**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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| Provide professional development for faculty regarding how to effectively work with parents and volunteers utilizing Christel Clear Initiatives. Offer a survey to parents of skills set and invite them to share out their expertise with students, and hopefully build a foundation for afterschool opportunities for 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 how to reach out to, communicate with, and work with parents/families as equal partners.

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| Faculty and staff members will participate in training to understand the importance of the compact and how communication improves student and family engagement. |

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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| The faculty and staff will be trained to understand how parent engagement initiatives help teachers and families partner to improve students’ achievement. Trainings will also help teachers understand the role of parents as volunteers. |

**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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| A Parent-School Compact will be given out at the beginning of the school year that will outline expectations for parents, teachers, and administrators. Teachers will use/review (revise if needed) this Compact in discussions with parents concerning their child's progress.  · District Parent Surveys dates will be advertised on our school's Marquee, website, newsletter and through the use of Skylert.  · The Title I Parent Resource Center’s mobile unit will visit the school campus 4 times during the school year. Notification of the date of the visit(s) will be sent out via newsletter, flyers, Skylert calls and website for all parents/families.  · 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.  · Home School Connection Newsletters will be sent home monthly (Beginning Reading -Pre-K-2, Science + Math-3-5, Middle Years - 6-8) and a link will be shared on the school's website.  · Open House with curriculum information will provide information to parents regarding their child’s curriculum in order to improve student grades and test scores.  - Build Volunteer Program through the Volunteer Orientation Breakfast and Back to School Orientation 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 in September 2017.  The Parent-Student Handbook, newsletters, school website, parent-teacher conferences, Open House, and parent literacy evenings will provide parents information about the school curriculum, forms of academic assessments and students' proficiency requirements.  Per recommendation from the SAC, the school newsletters will be sent home with the report card or interim progress report to increase the likelihood of parents receiving this information. Newsletters are also posted on our school website.  Our weekly Bronco Bulletin is delivered to parents each Sunday evening English and Spanish using the Skylert mass phone notification system.  Parent-teacher conferences are available throughout the year to help work together to improve their children's education.  Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, phone texts, and emails in an attempt to reach parents who do not or cannot participate to seek input and increase involvement.  Parent Training and Family Engagement Workshop information will be distributed to parents via flyers, newsletter, website, and by utilizing the SkyLert telephone calling system. Events will also be advertised on our school's marquee.  The district annual parent survey will provide parents an opportunity to provide input and comments.  Home visits are provided by Social Service  Each parent will receive a Calendar of Events which provide important dates for parent involvement throughout the school year.  Each grade level will have some form of parent/school communication, through planners or a communication folder. |

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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| The school will share this information during our 1st SAC meeting, in addition during parent conferences teachers will also rely this information to parents and individualize it for any student in grades 3 through 5. Information will also be sent home to parents who are unable to attend as well as viewed on our school’s webpage. |

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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| The school reaches out to parent to schedule a convenient time to meet and collaborate ideas. |

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

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| Parents may contact the school to schedule parent conferences, join SAC/PTO to formulate suggestions and provide feedback regarding decisions related to their child’s education. |

**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 ESOL paraprofessionals and other bilingual staff members. Phone calls using the SkyLert messaging system will be provided in English and Spanish by the administrator and the ESOL paraprofessionals. |

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 communicate all events/meetings through our school’s web page, marque, skylert messages and social media feeds in easy to understand language and without educational jargon. |

**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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| * Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities. * The Title I Parent Resource Center’s mobile unit will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the mobile unit will be sent out via newsletter, flyers, Skylert calls and website for all parents/families. * Home School Connection Newsletters will be sent home monthly (Beginning Reading -Pre-K-2, Science + Math-3-5, Middle Years - 6-8) and a link will be shared on the school's website. |

**Barriers**

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

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| Work hours, technology or lack of transportation make it difficult for some parents to utilize our Parent Resource Center. |

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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| Identify specific parents who are not able to utilize the Parent Resource Room and send home with students packets of materials for the parents.  Send out reminder announcements for the Parent Resource Center availability and provide location and time of the Parent Resource Center as well as when the Van will be on our campus. |