**STANTON-WEIRSDALE ELEMENTARY SCHOOL Title I, Part A Parent and Family Engagement Plan**

**Mission Statement** *At Stanton-Weirsdale Elementary we are united in challenging students to reach their fullest potential in a safe, positive, and caring environment, which is conducive to teaching and learning.*

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

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| The school will develop/revise jointly with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the school plan to the local community. The school will involve parents and family members through the School Advisory Committee (SAC), in an organized, ongoing, and timely way, in the planning, review and improvement of the school parent and family engagement plan. The committee will use the findings of the parent and family engagement plan review to design strategies for more effective family engagement and to revise, if necessary, the school’s parent and family engagement plan. |

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

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| The school will use the parent and family engagement plan to assist in providing high quality instruction for all learners through parent conferences, sharing assessment data with parents at conferences, providing overall data at SAC meetings. The school will utilize the data to ensure that high quality instruction and programs are taking place in the classroom.  |

**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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| All parents are invited to attend our Meet and Greet Event, Open House, and the Title I meeting where pertinent school information is presented and discussed. In addition to these school-wide meetings, all parents are invited to attend the bi-monthly School Advisory Council (SAC) meetings. A vote is taken at the first meeting of the year for SAC leadership and those in attendance are placed on the roster. More than 50% of the SAC are parent (non-employee) representatives. The SAC meetings will involve a continual review of the School Improvement Plan, the Parent and Family Engagement Plan, and the Parent- School Compact. Parent and committee input on how Title I and Parent and Family Engagement funds should be used is documented in the meeting minutes. If parents are unable to attend however want to participate, communication with the parent will be available through email or written format for their input. The meeting minutes are 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 Engagement 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. This office will provide academic support to the students and help families with resources they may need. |
| Title I Part D (Neglected & Delinquent) | N/A |
| Title II  | Staff and faculty members participate in district professional development opportunities. |
| 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 and can be contacted by interested families in our school. Referrals are also available through the Guidance Office.  |
| 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 | Stanton-Weirsdale Elementary School provides 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 administrator(s) will develop an agenda and establish a date (Thursday, August 30, 2018 at 5:00pm in the Cafeteria) and publish this information for parents and families. The school will send announcements flyer in the backpacks of all students, send Skylert phone message, and advertise on the school marquee as well as Twitter. If parents are unable to attend and would like the information, a flyer will be developed and available to send home explaining the basic information of the Annual Meeting.  |

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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| Perhaps include SWE 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 meeting will cover current school data and explain instructional programs that are used and how the school is graded by the State of Florida. School choice and Rights of Parents is covered within the PowerPoint presentation. If parents are unable to attend and would like the information, a flyer will be developed and available to send home explaining the basic information of the Annual Meeting. |

**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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| Stanton Weirsdale Elementary teachers and administration will ensure that workshops and meetings are offered at flexible times for parents and families. Examples of flexible meetings and trainings at our school are: -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. -Training and workshop activities are presented in the morning and evening and a meal may be provided. This allows busy parents to attend without missing work or having to prepare a meal for the family before coming to a school event. The schedule of these meetings and events may be modified as needed based on parents’ participation. -SAC meetings are scheduled at a time convenient to the SAC members.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 teachers. -The volunteer orientation meeting is scheduled to coordinate with times on campus that volunteers are present, during school hours. All meetings and activities are listed on the Parent Involvement Calendar that students receive monthly as well as advertised through flyers, newsletters, school website, and automated phone calls. |

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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| Stanton-Weirsdale Elementary School will provide a variety of activities/events throughout the school year to meet the need of engaging the students and families into the education process of their child. Such events could include but not limited to: Parent Conferences, Math Nights, Pastries with Parents Literacy, World’s Fair, STEAM Showcase and Science Night, and The Arts Night. Through these events, parents will be given resources to assist their child at home in the process of learning.  |

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

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| Through the school’s volunteer program and connection with local businesses and the Tutor for Kids Program, relationships are developed and maintained through meetings and trainings to provide information as well as program based trainings that will help improve student achievement. Community members are invited to the SAC meetings. At parent engagement events, the school seeks support from volunteers in the community to be present and assist with events.  |

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

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| By using Title I funds, the school will purchase materials that are relevant to the trainings being provided as well as advertise and encourage parent visits to the Title I Van when on campus as well as Parent Resource Center at Howard Academy. Parents may also receive items from the Parent Resource Center through our district courier and go home with students.  |

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

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| Through the dedication of local community groups and the Guidance Department, students and parents receive school supplies for students to use at school and at home. With the school being of low-income families, this takes some of the burden off families. The Guidance Department also works with local groups including the local Food Bank to help provide food for the families when needed as well as a local church provides a Food Backpack Program for specified students.  |

**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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| The school will be providing training in effective communication with parents, how to have a productive parent conference and/or student-led conference and the use of student data to drive the conversations. The staff will receive training on how to provide an effective parent training/engagement event. The staff will also Focus on PD addressing cultural competency- using parent’s expertise to their advantage.  |

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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| The school will be providing training in effective communication with parents, how to have a productive parent conference and/or student-led conference and the use of student data to drive the conversations. These trainings will also include effective use of a variety of communication programs such as Class DoJo, Remind Me, etc. and the appropriate use of and how to utilize the school Social Worker. |

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 school will provide training in how to develop a parent engagement training/event for parents based on the needs of the parents (through a survey) and the needs of students (data) before planning and providing the engagement program/training. School personnel will also receive training on current curriculum practices and the effective use of manipulatives and at-home strategies that parents can use to help their child to be shared with parents through an event or even a classroom conference. |

**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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| Parent Resource Room - A Parent Resource Room is equipped with computers to allow parents/families to log on and register to the Parent Portal. A Parent Engagement Library gives information and suggestions on academics and behavior. District Parent Surveys dates will be advertised on our school’s Marquee, website and by sending a note home in a timely manner. Parents will also receive information on the use of school computers if needed. The Title I Parent Resource Center Mobile Unit will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the Title I Resource Center Mobile Unit will be sent out via newsletter, Skylert messages, and noted on marquee/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. Our school will hold an Orientation Day in August 10, 2018 from 10:30-12:00 pm to increase parent awareness of the school and teachers' goals and expectations. Our school will recruit additional SAC and PTO members to help research available resources, school needs, and establish a year-long plan.STEM/Science Showcase Night will allow parents to see and participate in a variety of STEM activities with their children. |

**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. Students in grades 3-5 will receive a planner that allows for written communication between the teacher(s) and parents. Planners will be updated daily with academic notifications and will require a parent signature. Newsletters, flyers, and parent notices will be provided in English and Spanish. Phone calls using the Skylert system will be provided in both 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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| Through Title I Annual Meeting, SAC meetings, and parent events the school will explain the School Grade Configuration by the State of Florida and how FSA works towards the school grade and student proficiency. Students and families are provided with a hard copy of the criteria that determines proficiency for their child’s grade at parent conferences as well as sent home with every child. . If parents are unable to attend and would like the information, a flyer will be developed and available to send home. |

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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| Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, text messages, Class DoJo, and the “Remind Me” App in an attempt to reach parents who do not or cannot participate to seek input and increase involvement. Home visits are provided by Social Services. Parent Training and Workshop information will be distributed to parents via flyers and by utilizing the Skylert telephone calling system. Events will also be advertised on our school’s marquee. Parents are invited to be a part of the School Advisory Committee.  |

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

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| District Parent Surveys dates will be advertised on our school’s Marquee, website and by sending a note home in a timely manner. Parents will also receive information on the use of school computers if needed. The school administration encourages parents/families to communicate through written text as well as phone calls or in person conferences with administration when there is any concern or unsatisfactory issue.  |

**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 family engagement opportunities and if support is needed to accommodate a disability, appropriate arrangements will be made. ESOL translators are also made available.  |

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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| 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 system will be provided in English and Spanish. |

**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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| Barriers of parent Engagement within the previous school year include but may not be limited to: transportation, time of event, babysitting issues, interest level of parent(s) in event(s), and not having a translator.  |

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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| To address the barriers of previous school year, this school year the plan in place is to give parents a survey at the beginning of the school year that will ask about desired time for events and topics they would like to have training on. Non-instructional employees will assist with babysitting students for parent events if the event calls for direct involvement of the parent without students. The school has two ESOL translators on campus and we will utilize the translators during events.  |