

## Central Elementary School Title I, Part A Parent and Family Engagement Plan 2018-2019

I, **Joseph Stanley**, 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

- The school will be governed by the statutory definition of family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlines in section 1116 of the Every Student Succeeds Act (ESSA);
- Involve parents and family members of children served in Title I, Part A schools in decisions about how Title I, Part A funds reserved for family engagement are spent;
- Jointly develop/revise with parents and family members a written parent and family engagement policy and distribute it to parents and family members of participating children and make available the parent and family engagement plan to the local community;
- Involve parents and family, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan;
- 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 policy;
- If the plan for Title I, Part A, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency;
- Provide to each parent and family member an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading;
- 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 has not met applicable state certification and licensure standards; and
- 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

Date Signed

## 1. **FAMILY ENGAGEMENT**

Describe how the school will involve parents 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 family engagement will be used.

SAC, PTO, and the Parental Involvement Committee will be responsible for planning parental involvement events, as well as reviewing and improving our Title I parent involvement events. All faculty and family members are invited to attend SAC meetings. The principal invites community members to join SAC. SAC officers are elected by their peers during the first meeting. All parents and teachers are invited to join PTO. During Open House, we have an area setup in order to encourage parents and family members to join all three committees. Invitations and reminders of meeting dates are also sent via newsletters, fliers, Remind, and Sky alert phone calls. All communication is sent in English and Spanish. Translation services are also provided at all meetings. Parents are asked to help develop our school Parent and Family Engagement Plan. They are invited to planning meetings and all parent input is recorded in the meeting minutes. Parents are also asked to evaluate all activities through a survey that is provided during the event.

## 2. **COORDINATION AND INTEGRATION**

Describe how the school will coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI.

Program	Coordination
Title I: APTT Parents Meetings: Grades K-5 These meetings are focused on parents setting academic goals for their child and learning about activities that can be done at home in order to help their meet the academic goal. Resources for all activities are provided in the meeting. Translation services and alternate meeting times are made available.	Joseph Stanley, Principal Christina Norman, Assistant Principal RaeAnn Whiteside, Reading Coach
Title I Part A: Math and Science Night, Family Reads Night, Literary Family Fun Night All events will focus on parent involvement and provide families with activities they can complete at home in order to promote student achievement.	Joseph Stanley, Principal Christina Norman, Assistant Principal RaeAnn Whiteside, Reading Coach

## 3. **ANNUAL PARENT MEETING**

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequate Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the

effectiveness of the activity.

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
Title I Annual Review	School Principal, Joseph Stanley School Assistant Principal, Christina C. Norman	Meeting will be held during the September 20, 2018. Time of meeting will be 5:30 - 6:00	A parent survey will be provided in order to determine whether or the intended information was explained. Sign in sheets will be used to measure the effectiveness of participation.

#### 4. **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 family engagement.

Multiple dates and times will be offered to parents when scheduling meeting times to discuss their student's academic information through APTT meetings. These meetings will be held during the day, as well as after school. Monthly parental engagement activities will be held at various times in order to accommodate the work schedule of our families.

#### 5. **BUILDING CAPACITY**

Describe how the school will implement activities that will build the capacity for strong family engagement, in order to ensure effective engagement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement. Also, describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for family engagement activities.

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Family Read Nights	RaeAnn Whiteside, Reading Coach Christina Norman, Assistant Principal Ronda Watt, Librarian/PFE Committee Member, Nicole Hedrick, PFE committee Member	This event will encourage students and families to read together, as well as provide opportunities for families to read above grade level books and for students to earn AR points. AR tests will	Monthly events to be held beginning in the month of September. Times will be 5:30 - 6:30 or 6:00 - 7:00.	Increased AR points for students. Improved test scores on District/State assessments due to increased comprehension. Sign in sheets and surveys will be used to track attendance and parental input

		promote comprehension and provide examples of questions parents can ask their children as they read together.		on the event.
Title I Parent Meeting	Christina Norman, Assistant Principal	Parents will be informed about how our Title I dollars are used to promote students achievement. They will have an opportunity to provide input on how the money is used.	September 20, 2018	Improved test scores on district and/or state assessments.
APTT	Instructional Faculty, Joseph Stanley, Principal Christina Norman, Assistant Principal RaeAnn Whiteside Reading Coach	APTT will support children's academic goals by linking home and school learning. Students' scores on district and state assessments will increase due to parent participation.	Various dates throughout the 2018-2019 school year.	Improved test scores and academic success in their grade level.
Student Led Conferences	Third, Fourth, and Fifth Grade Teachers. Joseph Stanley, Principal Christina Norman, Assistant Principal RaeAnn Whiteside, Reading Coach	Students will meet with their parents and guardians during the school day in order to share their most recent academic data and what it means.	Various dates throughout the 2018-2019 school year.	Improved test scores and academic success due to parental involvement and students taking responsibility for their learning.
Literary Family Fun Night	Ronda Watt, Librarian Christina Norman, Assistant Principal	Students and families will complete activities related to a literary theme. Families will be given kits that promote family involvement in their child's education.	February 28, 2019 5:30 - 7:00	Improved test scores on district and/or state assessments.
Family Math and Science Night	Christina Norman, Assistant Principal	Students and families will participate in hands on math and science	March 2019	Improved test scores and academic success due to parental

		activities in order to increase parent understanding of math and science standards.		involvement.
SAC and PTO Meetings	Joseph Stanley, Principal Christina Norman, Assistant Principal	Parents input will be solicited at all events. They will also be informed of all upcoming activities, and how these activities support student achievement	Dates to be decided	Improved test scores and academic success due to parental involvement.

## 6. **STAFF TRAINING**

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools.

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Grade Level APTT Training	RaeAnn Whiteside, Reading Coach	Teachers will review or learn APTT procedures and understand its importance. Teacher will then be able to share all APTT data and information with parents in order to develop a parent-teacher team.	2018-2019	Increased APTT attendance. Increased student achievement due to parental support with reading and math strategies.
Student led conferences Grades 3-5 trainings	RaeAnn Whiteside, Reading Coach Joseph Stanley, Principal	Students will take ownership for their learning and hold quarterly meetings with parents in order to explain their progress and develop academic	2018-2019	Increased parental involvement due to students and parents working together to develop academic goals and review student data. This will lead to

		goals to work on throughout the year with their families.		increased student achievement on state and school assessments.
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## 7. OTHER ACTIVITIES

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children.

Parental resources will be provided to the guidance counselor, reading coach, and classroom teachers throughout the 2018-2019 school year. These resources will be used to encourage parents and families to support their education. Some resources/activities include Grandparents' Day luncheon, Monthly Student of the Week Luncheons, Dad Take Your Child To School Day, Quarterly Awards Ceremonies, etc. While these activities do not directly impact instruction, they do encourage parents to visit school and help to form a positive relationship.

## 8. 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 proficiency levels students are expected to meet;
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
- If the schoolwide program plan under is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency.

Central Elementary will provide parents timely information through monthly school newsletters written in English and Spanish, weekly classroom newsletters, Remind App, APTT stickers and magnets, flyers and poster for all events, school website, Facebook, school marquee, and automated calls. Documentation will include sign in sheets, meeting logs, meeting agendas, and copies of all meeting notices that are sent home.

## 9. ACCESSIBILITY

Describe how the school will provide full opportunities for participation in family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Central Elementary will provide Spanish translators for all parental involvement activities, calls to parents, and written communication. Translation will be provided by our bilingual faculty and staff as well as District provided migrant advocates. Flexible meeting dates and times are offered and provided.

## 10. EVIDENCE OF PARENT AND FAMILY INPUT IN THE DEVELOPMENT OF THE PLAN

Upload Parent-School Compact to your school PI Folder. <a href="#">CES PI Folder</a>
Upload Evidence of Parent Involvement in Development of Parent-School Compact to your school PI Folder. <a href="#">CES PI Folder</a>

- ★ **Note:** As a component of the school-level family engagement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

### Evaluation of the previous year's Parent and Family Engagement Plan

#### Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting.

Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Title I Annual Meeting	1	15	Parents were aware of how Title I dollars were allocated and used. Parents provided input on how to use the allocated monies in order to improve student achievement.
APTT: Grades K-5	4	Session 1: 270 Session 2: 283 Session 3: 206 Session 4: 222	Parents worked with classroom teachers to develop reading and math goals based on their child's academic data. They were then provided activities and resources to assist with practicing these goals at home. Student scores increased in reading and math.
PTO Meetings	4	178	Parents were provided information on FSA and Florida Standards. This increased parent knowledge and helped them work with their child at home, which

			impacted student achievement.
SAC Meetings	2	12	SAC provided input on various topics, including The School Improvement Plan, and Parent and Family Engagement Plan.
Veterans Day Program and Lunch/Grandparents Luncheon/Student of the Week luncheon	12	Large participation for all events	While student achievement is not discussed or focused on during these events, we are working to create a positive and supportive environment for our parents and families. These events help to make parents feel welcome on our campus and show them they are valued members of our learning community.

### Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school.

Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Standards Based Learning and Incorporating Parents in This Process	4	All instructional Staff	As parents became more familiar with Florida Standards, student achievement in reading and math increased.
APTT Training	1	All Classroom teachers	Parents set goals for their child worked with children at home in order to help them reach their reading and math goal. This practice encouraged parents to work with their children at home, which increased student achievement.

### Barriers



Describe the barriers that hindered participation by parents during the previous school year in family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Lack of Participation within the Economically Disadvantaged subgroup	Alternate meeting times will be offered.. Resources will be provided at Family events in order to help our families better support their child.
Limited English Proficiency	Translation services will be provided at all Family Engagement Events. For APTT meetings, each classroom will have a translator that can work with our parents that have limited English Proficiency. All communication home will be provided in both English and Spanish.