

2018-2019 Title I, Part A Parental and Family Engagement Plan

Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.



Signature of Principal or Designee

9/12/18

Date Signed

Westside K-8

School Name

Mission Statement (Optional)

Parental and Family Engagement Mission Statement (Optional)

How the parent and family engagement plan is a shared responsibility? (Optional)

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and REMIND. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

Based on parent surveys and feedback from parents at SAC/PTSO meetings, our school has developed a plan to build capacity within our parents so that they are successful in helping their child learn at home. From this feedback, we will coordinate Parent-Teacher Conference Nights, where parents meet with their child's teacher(s) to discuss their academic progress. We also coordinated a STEM night, where parents can engage in hands-on activities and learn with their child about the career opportunities in the STEM field. Lastly, we have two school-wide Academic Nights, where the first night, parents have the opportunity to learn about our

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.

Annual Parent Meeting

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.

In order to inform our parents of our annual meetings, we first create an agenda and a PowerPoint to outline the content that we are sharing. Then we create a flyer that we send home in English and in Spanish to make parents aware of two different meeting times (one in the morning and the other in the evening) so that the opportunity for more participation is given. We also advertise on newsletter, school marquee, social media, REMIND text, and messaging system.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Jose Vazquez	August	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Jose Vazquez, Gilberto Perez, Jacqueline Wade	August	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Jose Vazquez	August	Collection of sign-in sheets
4.	Compile documents	Jose Vazquez	September	Scan documents upload to LEA monitoring site

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

How will the school provide, with Title I funds, transportations, child care or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

In order to assist families with various services, we allocate Title I funds for this such as transportation and child care for activities. We provide additional assistance in math and reading afterschool throughout the year and during the summer and utilize Title I funds to provide bus transportation for those families that need it so that their child can participate in extended learning. For every Title I event, we also have child care available so that parents can focus on event, while their child is being cared for by one of our staff.

Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

We allow parents to check out certain manipulatives so that they can help their child in Mathematics with concepts such as counting, telling time, counting money, etc. We also have a Book Fair at the end of the school year, where every child that attends gets a free book to take home.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	STEM Family Night (Elementary and Middle School)	Julie McClintock	Children and parents will participate in hands on STEM activities that reinforce required academic skills.	Feb 2019	Sign-in sheets, flyers, meeting notes, Agenda
2.	Fall Parent-Teacher Conference Night	Jose Vazquez	Parents meet with their child's teacher(s) to discuss student academic progress	Sept 2018	Sign-in sheets, flyers, meeting notes, Agenda
3.	Spring Parent-Teacher Conference Night	Jose Vazquez	Parents meet with their child's teacher(s) to discuss student academic progress	Feb 2019	Sign-in sheets, flyers, meeting notes, Agenda
4.	Academic Extravaganza Night	Joyce Graham	Parents and families learn about all programs, resources, FL standards, and academic expectations PK-8th grade	By Jan 2019	Sign-in sheets, flyers, meeting notes, Agenda
5.	Summer Kick-Off	Carolyn Davidson	Parents learn about fun activities their child can do to promote literacy and learning over the summer	May 2019	Sign-in sheets, flyers, meeting notes, Agenda

Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Cultural Sensitivity	Idelisse Galarza	Provide framework for developing cultural awareness to help the culture gap.	Oct 2018	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	5 Levels of Parent Involvement	Jose Vazquez	Provide information about the 5 levels of parent involvement and parent's rights.	Oct 2018	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.					
4.					
5.					

Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

There are various activities that our schools conducts to encourage and support parents including our Dr. Suess Literacy Night to promote literacy at home and our ELL Parent Breakfast, where parents have English Language Learners, learn about the Florida Standards and the strategies and curriculum we use to ensure learning of content knowledge and language acquisition.

Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.

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?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

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)?

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers via email. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

A Title I survey is sent home to parents in order to get feedback on curriculum, testing, barriers, etc. All surveys are collected and evaluated. Results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

Accessibility

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

Our school has an outdial system called School Messenger that is used to contact parents in regards to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

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?

Each message that goes home is made available in both English and Spanish. Communication to parents will be clear, concise and provided with contact information should they have questions. We also have staff that can translate in Arabic and Portuguese.

Discretionary (Optional)

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.)
(Optional)

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.					
2.					
3.					
4.					
5.					

Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

Transportation to family nights has been a barrier. Parents not feeling completely comfortable due to language barrier has been challenge for us. Lack of child care has also been brought up as a concern for certain events.

A 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?)

Provide more than one meeting date for more events so that more parents can participate. Provide at least 10 days notice of events so that parents can plan to attend family nights and meetings. Ensure that all communication is in both English and Spanish so that more parents feel welcome to come as that will be an indicator that there will be translators available for communication.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	Identify those that need transportation and provide bus passes so that they can attend
2.	Language Barrier	Provide all communication in both English and Spanish. Utilize translating devices and staff on our
3.	Child Care	Advertise on flyers and all outward parent communication that child care will be provided and
4.		
5.		