

FY18 Title I Schoolwide Plan - Village Academy (2811) Parent Family Engagement Piece Summary

**Mission Statement**

Enter your Parent and Family Engagement mission statement below. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parental involvement program;
- Be written in parent friendly language;
- Inspire stakeholders to be involved and supportive of the program; and

Mission Statement
The mission of Village Academy is to enhance parental involvement and increase the resources for parents in order to empower families to support their children's academic endeavors through providing parent trainings, workshops and initiatives throughout the school year and beyond.

## 17-18 Parent Trainings

NaN-2019 school year built the capacity of families to help their children learn at home.

### Parent Capacity Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
FSA Night- Families will receive training on how to use Khan Academy, iReady, Library Services; CPALMS as a resource; Receive additional information on FSA Testing and Test Taking Tips/Strategies	50	Providing parents with laptops to learn how to use Khan Academy; Providing students/children with a place to go during the presentation; Guest speakers shared community resources for student support;	Perhaps have (2) FSA Night events as there was not enough time for parents to move slowly during the Khan Academy portion. Skills in using laptops varied. Reduce the number of guest speakers to one.	Parents will be better prepared to assist their children with math homework, independent study, and support academically which will support student achievement in the areas of math and ELA.

### Parent Capacity Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
STEM Night- The SFSCA provided 20 tables of science ,technology, and math based inquiry activities for parents to participate with their children. The intent is to involve parents in science based activities to promote participation in learning science and technology.	30	1. Increased participation from parents 2. Parents worked closely with students on activities 3. Participation in inquiry based hands on activities 4. Promotes volunteerism 5. Increase awareness of math strategies	Perhaps partner with AVID to create more student stations or science displays/activities in an effort to attract more secondary parents and students; maybe invite additional student groups (cheer; STEM Club, Leadership) to perform or participate.	Parents will be better prepared to assist their child with science based inquiry at home and also as an extension of their learning in school.

### Parent Capacity Training 3

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?

Summer Slide Night- Parents will receive laptops and navigate the Summer Learning District website in order to learn how to access resources available to them such as: Summer Reading lists, District Learning Tools, Tumble books, iReady Access, Summer Reading Contest. There will be a question and answer session at the end of the program and parents will then receive tickets for their encourage	30	Parents were trained on how to navigate the District website to utilize; iReady, Tumble books, Khan Academy; Parents received instruction on Florida Standards and what best practices can be implemented at home to continue learning throughout the summer	Provide parents with notebooks; Provide parents with a couple of novels per student to continue with summer reading and learning; Provide parents with curriculum consumables to have students work on reading and math over the summer.	Parents were able to plan summer activities that were academically focused so students can retain the learning gains they made during the school year and return to school prepared to move forward with learning without dropping in achievement levels.
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## 17-18 Staff Trainings

NaN-2019 school year educated faculty and staff on the value of engaging families and on strategies designed to equip families to support learning at home.

### Staff Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?
Staff Training for Parental Involvement #1: Staff members will discuss strategies to increase parental engagement and improve parent relationships.	50	Teachers were able to view an exemplar video of how a strong parental involvement program can impact participation and student achievement. Teachers were able to engage in planning how they can incorporate parent participation into classroom activities.	View multiple examples of parent universities or parent volunteer initiatives. Find 1 teacher who is already inviting parents to participate in classroom activities to share their experience.	Staff was able to gather, discuss and identify best practices for parent involvement which they will use to increase parental involvement in their classroom.

### Staff Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?

Staff Training for Parental Involvement #2: Staff members will share results from strategies used to increase parental engagement and improve parent relationships. Strategies for Parent Conferencing were shared.	50	Teachers were able to engage in dialogue regarding what works with parent conferencing, how to get parents on the same page with you; The do's and don'ts of parent conferences and how increasing parent communication leads to student achievement.	Have a sample vignette to work through in small groups so teachers can practice together and share exemplary strategies for conferencing.	Teachers were able to share and practice conferencing strategies with one another which will work to strengthen school/family relationships and increase parental involvement.
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## Involvement of Stakeholders

Describe how the school will engage stakeholders in the planning, review and implementation of Title I programs. Include decisions regarding how funds for parent and family engagement will be used.

### Brief Narrative

List the name and title for each group member responsible for the development of the Parent and Family Engagement Plan and School- Parent Compact.	
LaToya Dixon- Principal (oversee) Tamica Williams- Assistant Principal Rhonda Williams-Turner- Parent Liaison	Brenda Civitello- Single School Culture Coordinator Mark Sauer- Community Member Veronica Bowleg- Parent Representative
What are the procedures for selecting members of the group?	
Some key personnel selected to be in the PFEP group are have a key role in school-wide curriculum implementation, monitoring and parental involvement. Other members selected were invited to volunteer. The community member is the founder of Delray Students First and the parent representative is a long standing SAC member who has a high level of participation across school events.	
How will input from stakeholders be documented?	
The input from stakeholders will documented in a variety of ways such as: minutes from meetings, parent training surveys, informal meetings, anecdotal notes from conversations, notes from informal conversations, etc.... The feedback will be kept for communication records in a binder managed by the parent liaison.	
How will stakeholders be involved in developing the plan?	
Stakeholders will offer their input during the Parent and Family Engagement Plan meeting and in SAC meetings.	
How will Title I parent and family engagement funds be used?	
The Title I (PFE) Parent and Family Engagement Funds will be used to pay for supplies, food/refreshments that will be provided to school families during parent trainings. Parents received the opportunity to provide input regarding how the funds should be spent during the meeting and were given examples of acceptable ways to spend the funds. Parents in attendance expressed that they current ways the funds were being spent were acceptable to them.	

## 18-19 Staff Trainings

Describe the professional development trainings you will provide to build the capacity of teachers and other support personnel to effectively reach out to, communicate with, and work with families as equal partners in order to improve student achievement. Evidences include agendas, sign-ins, presentations or handouts, clear expectations for teachers, teacher feedback, administration's analysis of teacher feedback.

(2811) Village Academy

### Staff Training 1

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?	File Attachments
Staff Training for Parental Involvement #1: Staff members will discuss strategies to increase parental engagement and improve parent relationships.	Staff will view examples of strong parental involvement initiatives and plan for how to	October	Rhonda Williams Tamica	As a result of the training teachers will be able to carry out 1 parental involvement initiative to increase parent participation in school (i.e.	N/A

### Staff Training 2

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?	File Attachments

Staff Training for Parental Involvement #2: Parent Conferencing using data reports	Staff will participate in mock parent conferences where they will use data reports to	January	Rhonda Williams Tamica	As a result of the training teachers will be able to use data reports from Unify to conference with families on attendance, academic	N/A
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## Annual Meeting

Families are invited to attend the Title I Annual Meeting to learn about the school's Title I programs and requirements. Describe the tasks the school will take to conduct an effective Annual Meeting. The meeting should be designed to inform parents about:

1. What it means to be a Title I School;
2. The school's Title I School-wide Plan;
3. Parent and Family Engagement (plan), including the School-Parent Compact;
4. Special Programs such as Migrant Education and McKinney Vento;
5. Parent's Right to Know; and
6. Other opportunities for parents.

Brief Narrative
<b>What is the date and time of the Annual Meeting?</b>
October 9, 2018 6:00 p.m., Media Center
<b>How will you notify teachers, parents and community of the Annual Meeting? Be specific (via EdLine, marquee, call-out, newsletter, invitation, etc.)</b>
Notice will be posted on the school marquee, School Messenger page, invitation sent home with students, notice given at prior SAC Meeting and a call-out will take place.
<b>What resources do you plan to prepare for stakeholders?</b>
Village Academy's Title I School-wide Plan; Parent and Family Engagement (plan), including the School-Parent Compact; Information on Special programs such as Migrant Education and McKinney Vento; Provide Parents' Right to Know; and Other opportunities for parents such as calendar of parent involvement activities
<b>What materials/supplies are needed for the Annual Meeting?</b>
Sign in Sheets, copies of handouts, video, pens, pencils, folders, sticky notes. Child care will be provided by teacher volunteers.
<b>How do you plan to reflect on the effectiveness of the Annual Meeting?</b>
A review of the Title I parent training surveys collected at the end of the meeting will guide a discussion and debriefing regarding the meeting.



## 18-19 Parent Trainings

Describe the trainings you will offer families that will build their capacity to support learning at home to improve student academic achievement. Trainings must focus on skills that families can use to extend learning at home, support students in meeting challenging state standards, and monitoring their child's academic progress. Evidences include the invitation, agenda, sign-in sheets, handouts, evidence of parent and family interaction, evaluations, and analysis of parent feedback.

\*Be sure to indicate if refreshments will be purchased and list dollar amount. For example: Refreshments (\$175.00).

### Parent and Family Training #1 (First Trimester/Semseter)

Name	Brief Description	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments
STEM Night	The SFSCA will partner with Village to provide 20 tables of inquiry based interactive activities for parents and students.	As a result of this training parents will be able to perform math strategies with increased competence with their child; participate in science based inquiry activities leading to higher achievement in science courses and interest in higher level science courses.	10/24/18	Tamica Williams, Rhonda Williams, LaToya Dixon, Lyndon Clemons, Brenda Civitello	\$200 for refreshments and supplies; agenda, sign in, handouts; supplies for Slime Table and for the math session with parents.	N/A

### Parent and Family Training #2 (First Trimester/Semseter)

Name	Brief Description	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments
FSA Night	Parents will be trained in test taking strategies; navigate to District resources for math, reading and science preparation.	As a result of this training parents will be able to instruct their children utilizing study techniques and resources provided. Student achievement will be supported in the areas of math, ELA and science.	2/7/19	Tamica Williams, Rhonda Williams, LaToya Dixon, Lyndon Clemons, Brenda Civitello	\$200 for refreshments and supplies; agenda, sign-in, handouts, FSA support materials.	N/A

### Parent and Family Training #3 (First Trimester/Semseter)

Name	Brief Description	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	File Attachments

Summer Slide Night	Parents will engage in training on how to access Summer Learning support through the District	As a result of this training parents will be able to independently access Summer Learning activities from various District websites and utilize the materials to guide their child's summer academic support. Students will return to school having maintained learning gains and levels of achievement earned during the regular school year.	5/23/19	Tamica Williams, Rhonda Williams, LaToya Dixon, Lyndon Clemons, Brenda Civitello	\$200 for refreshments and supplies and resources for parents	N/A
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## Coordination and Integration

Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities by identifying the three (3) most relevant agencies/organizations that tremendously **support your school's parent and family engagement goal** (for example: **Literacy Coalition, Multicultural Department, ESE Department, Migrant Education, Publix, Boynton Beach Fire Department**).

### Partnership 1

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Take Stock in Children	Take Stock in Children has partnered with Village Academy to sponsor Village Academy students this year (2018-2019). Those students will be provided with a 4 year scholarship to any Florida Public University. Take Stock Students also receive tutoring and many other academic and social support services.	Take Stock Signing event (scholarship acceptance by students and parents) and participation throughout the year in various activities by students. Photos and tutorial records also available.	As Needed

### Partnership 2

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
The Achievement Center	The Achievement Centers for Delray Beach provides support in the areas of adult education, after school programs, family strengthening. The Achievement Center is a nonprofit social services agency, which provides affordable quality care to children whose parents otherwise could not maintain their job or go to school without childcare assistance. The programs are designed to meet a child's academic, social, emotional and physical needs. Achievement Centers offers toddler, preschool, afterschool, teen, adult and family programs. Students receive snack and a supper program was added for the FY 17 school year.	Village Academy hosts the Achievement Center on site (2 offices) and offers the largest after school program in Delray Beach through the Beacon Center. Evidence of this is in the partnership agreement.	As Needed

### Partnership 3

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Literacy Coalition-	The Literacy Coalition provides services to parents and the adult community. The program teaches adults the English they need to obtain a family-sustaining job and helps their elementary school age children improve their reading skills. The group that meets is called the Village Readers. Village Readers provides tutoring to parents and students. 80% of Parents that received tutoring demonstrated growth on their English language assessment and 75% of the students that participated demonstrated growth in reading. Visit Village Readers for Palm Beach County Literacy Coalition for more information.	There is a partnership agreement between the Literacy Coalition and Village Academy. There are also photos and other documentation of the participation of Village families.	As Needed

## Communication

NaN-2019 Title I Family Engagement Survey results, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information. Evidences include agendas, sign-in sheets, minutes, evaluations, Edline screenshots, newsletters, translated letters, marquee photos, emails, text print-outs, phone call-out transmissions/scripts, and social media snapshots.

Key Points of Communication		
Describe how school will provide families with timely information about the Title I programs. Consider Title I programs such as tutoring, mentoring.	How will the school document that the information was shared?	
The Title I Annual Meeting will be held where parents/families will receive information regarding what it means to be a Title 1 School, what Title I Funds are used to pay for at Village and why it is important to use Title I funds to provide training to families so they may help students reach their full socio-academic potential.		A call out will be made to inform parents; school marquee will be used; flier will be
Describe how school will inform parents about the curriculum, forms of assessments used to measure student progress, and proficiency levels students are expected to meet.	How will the school document that the information was shared?	
In order to inform parents about the curriculum the following will be done at Village Academy: Principal will share data patterns and trends with school families during SAC & other events as appropriate FSA Night will be held to share information regarding the tests and requirements Breakout sessions during other scheduled events (Literacy Night, STEM Night, Math Night) where parents will receive instruction on strategies that can be used to support their child(ren).	A call out will be made to inform parents; school marquee will be used; flier will be sent home; text alerts will go out to parents informing them of the meeting.	
Describe how school will inform parents about opportunities to participate in decision making relating to the education of their children.	How will the school document that the information was shared?	
During the School Advisory Council meetings parents and the school community will receive information regarding the time/topic/location of meetings where they will be provided the opportunity for input, feedback and discussion. Parents will also receive information on SEQ surveys and any school designed surveys via traditional communication methods noted here and also via links on the school Edline page.	A call out will be made to inform parents; school marquee will be used; flier will be sent home; text alerts will go out to parents informing them of the meeting.	
Describe how the school will offer flexible time for meetings, training, activities, and events to remove barriers for attendance (i.e. childcare, transportation, home visits, etc).	How will the school document that the information was shared?	
Village Academy will offer meetings on various days of the week and will offer childcare for 1 of the 3 Parent Trainings as the others account for the participation of children. Child care will be provided for SAC meetings as well when requested. Home visits will continue to be conducted by guidance as needed.	The minutes,agenda and sign in sheets from meetings will document the flexibility.	

## Accessibility

It is important to address barriers that hinder families' participation in activities. After considering your 2017-2018 Title I Family Engagement Survey results and information gathered at your parent input meetings, describe how you ensure parents and families in the special categories below are able to fully participate in school meetings, trainings, activities, and events. Evidences may include translated letters, agendas, sign-in sheets, flyers, child care rosters, transportation logs, CLF/sign language facilitator timesheets, and parent evaluations.

\*Keep in mind, this section describes **support provided to families** so they may participate in family engagement activities.

Brief Narrative
<b>Accommodations for parents and families with limited English proficiency</b>
<p>Village Academy will provide consistent child care and translation services at every SAC Meeting. The District School Newsletter (in Spanish) will be forwarded to Spanish speaking families, and parents will be directed to where to find the District created newsletter in other available languages. Each opportunity to identify and address translated documents will be utilized during every SAC and Other communication will continue to be translated into Spanish and Creole and parents will be asked for feedback during SAC and other events to gather input regarding trainings that parents would consider beneficial.</p>
<b>Accommodations for parents and families with disabilities (i.e. Hearing or vision impairment, physical limitations)</b>
<p>Parents and families with disabilities may request support needed during SAC, school events, visiting the main office, during parent meetings and at any time. Our parent liaison, Assistant Principal and other Village staff can assist parents that inquire about support for families with disabilities.</p>
<b>Accommodations for families engaged in migratory work</b>
<p>Any families identified as migrant families will be connected with the Migrant Education Department and provided with resources as outlined and designated by the Migrant Department within Federal and State Programs. Parents will be placed in contact with the Lantana/East Area Office and will be provided the brochure from the Migrant Education Department which has program service areas, annual events, special projects, monthly events and phone numbers for personnel in the Migrant Department. Additionally the Migrant brochure and information will be shared with SAC and Village's Elementary and Secondary offices.</p>
<b>Accommodations for families experiencing homelessness</b>
<p>Any families identified as experiencing homelessness will be connected with the school assigned Safe Schools representative/ Homeless Liaison for the McKinney Vento Act and will be provided with resources as outlined and designated by Safe Schools. Teachers of students will be informed, students will be monitored and assessments will be made regarding their needs. Any resources that the school can provide such as food, clothing and or transportation will given to the family. Information regarding homelessness will be will be shared with SAC and school families that attend trainings and functions. The guidance</p>

## Other Activities

List other activities that are planned to strengthen parent and family engagement at your school. You may list additional parent and family trainings here. If you plan to offer refreshments, please indicate that in the description field along with the dollar amount.

### Activity 1

Name of Activity	Brief Description
Breakfast with the Principal	Parents have the chance to dialogue with the Principal and receive training on technology enhanced programs such as iReady, Khan Academy, Learning Tools, SIS Gateway & School Messenger. Refreshments \$150

### Activity 2

Name of Activity	Brief Description
Math Night Sessions	Following SAC meetings or other events, math sessions for elementary will be held where parents can learn strategies to assist their child in the latest math unit of study. Teachers that are training parents will utilize District created resources such as the Elementary Family Math Support Page, Grade 5 Focus Questions, Elementary Math department recommended websites and iReady Resources to assist parents. Refreshments & Supplies \$150

### Activity 3

Name of Activity	Brief Description
Winter Fest	Parents, students and clubs will design tables and activities to showcase their work and initiatives. Student work and artistry will be displayed and the Village Academy Mass Choir and Cheerleaders will perform. Winter Fest will be an opportunity to create micro communities at Village and connect families with similar backgrounds. Refreshments and Supplies \$150