



		Loc. # 4012
School Name:	SOMERSET ACADEMY AT SILVER PALMS	Loc. W.
Principal's Name:	Kerri Ann Rodriguez	

Hereby certifies that all facts, figures, and representations made in this plan are true, correct, and consistent with the statement of assurances. 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 the Parent and Family Engagement Program. All records necessary to substantiate these requirements will be available for review by appropriate District, State and Federal staff for a minimum of five (5) years. 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. This plan has been jointly developed and agreed upon by stakeholders (i.e., staff, families, community members, etc.) in compliance with Title I Federal funding regulations. The school will adhere to the plan of action for parent and family engagement activities throughout the academic year and will ensure its transparency of efforts by providing communication to parents and families in multiple languages, flexible meeting times, needs-based workshops, and accommodations to parents and families with special needs. Additionally, the school will disseminate this document in multiple languages and make it accessible by making it available on our school's website. The school will also ensure that its PFEP is aligned to the School Improvement Plan (SIP) for the current school year.

PARENT AND FAMILY ENGAGEMENT PLAN ASSURANCES

The school will be governed by the statutory definition of parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101, ESEA;

Engage the parents and family of children served in Title I, Part A, in decisions about how Title I, Part A, funds reserved for parental involvement are spent [Section 1116(a)(3)(b)];

Jointly develop/revise with parents and family the School-level PFEP, distribute it to parents of participating children, and make the plan available to the local community [Section 1116 (b)(1)];

Engage 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-level PFEP and the joint development of the schoolwide program plan under Section 1116(c)(3);

Use the findings of the Parent and Family Engagement Plan review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's Parent and Family Engagement Plan [Section 1116(a)(E)];

If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent comments with the plan when the school submits the plan to the Local Educational Agency (LEA) [Section

Provide each parent and family with an individualized student report about the performance of their child on the State assessments [Section 1112(e)(1)(B)(i);

Provide each parent and family timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned [Section 1112(e)(1)(B)(ii)]; and

Provide each parent and family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112 (e)(1)(A)].

Signature of Principal or Designee Date Signed



MISSION STATEMENT

To enhance parent and family engagement, access, and advocacy in order to build parents' and families' capacity for stronger parent, family, school and community engagement, in support of measurable improvement in student achievement.

Focus Area			Evidence	Meeting Date
	7		is jointly developed with, agreed upon with and to all parents	09/25/18
The School-level PFEP is a shared responsibility.	✓		view meetings for parents and staff, before the end ol year and prior to the final approval of the PFEP	12/13/18
		Other (spec	cify below):	
Focus Area			Evidence	Timeline
100071100	. \	School-Par	ent Compact	August 2018 - June 2019
	7	Monitoring		August 2018 - June 2019
Parents/families will assist in providing	V	Monitoring	homework completion	August 2018 - June 2019
high quality instruction for all learners.	V	Participatio	n in decisions relating to the child's education	August 2018 - June 2019
		Other (spec	cify below):	
		INVOLV	VENERAL OF DADENIES	
Describe how the school will involve parents	s and fam		VEMENT OF PARENTS ganized, and timely manner in the planning, reviewin	a and improvement of Title
programs including involvement in decision-				g, and improvement or rick
Focus Area		Evidence		Meeting Date
Parents and families' engagement in	7	Title I Annual Parent Meeting		09/25/18
the planning, reviewing, and improvement of Title I programs.		Other (expl	lain)	
	V	Title I Annual Parent Meeting		09/25/18
Parents and families' engagement in	V	EESAC meetings		12/12/18
the decision-making process of how funds for Title I will be used.		Other (spec	cify below):	
COORDII	NATION A	AND INTEGR	RATION WITH OTHER FEDERAL PROGRAMS	
			and family engagement programs and activities. Des	cribe how these activities v
teach parents how to help their child(ren) at			1116]. How Will Participation in the Activity Te	ach Parents to Help
Coordination with Other Programs	Act	tivity	Their Children at Hon	
☐ Head Start				
□ VPK				
☐ Title III (Tutoring for EL)				
	RT) Support Services		Resources provided to families in transition w	vill help students overcon
✓ Title IX (Project UP-START)	Support		barriers to learning.	
✓ Title IX (Project UP-START) ☐ Title I, Part C (Migrant)	Support		barriers to learning.	
	Suppor		barriers to learning.	



TITLE I ANNUAL PARENT MEETING

Describe the specific steps the school will take to conduct the Title I Annual Meeting to inform parents and families of participating children about the school's Title I Schoolwide Program. Include a description of the nature of the Title I Schoolwide Program that is shared with parents. Describe how the school will communicate topics such as school performance data, school choice, and the rights of parents at the annual meeting. Describe how the school site will document that the communication has been provided to stakeholders.

Activity/Tasks	Description	Evidence of Effectiveness
Advertise (Before)	✓ Connect-ED Messages Apps ✓ School Calendar ✓ Flyers ✓ School Newsletter ✓ Website	Number of parents who attended the Title I Annual Meeting as evidenced by the sign-in sheet(s):
	School Marquee Other (specify below):	<u>30</u>
Delivery (During)	Title I PowerPoint (Program Overview, Budget Allocation, Curriculum, ESSA Law, School Performance) Consultation & Complaints Title I School-level PFEP, School-Parent Compact, & Parent Rights	□ Agenda □ Compilation of Parent Survey Results □ DAC/PAC Representative Form □ Evidence of Social Media Posts □ Minutes □ Monthly Report Attendance Data □ PFEP Template □ Photos of Meeting □ PowerPoint Presentation □ School-Parent Compact □ Sign-sheets □ Title I Program Notification Letter □ Other (specify below):
Documentation (During)	 ☑ DAC/PAC Representative Form (FM-6996) ☑ Agenda(s) ☑ Sign-in Sheets ☑ Official Title I School-level Parent and Family Engagement ☑ Surveys ☐ Images, Photos of Meeting Social Media 	
Follow-Up (After)	✓ Compilation of official Title I School-level Survey results ✓ Meeting Minutes ✓ Title I School-level PFEP ✓ DAC/PAC Representative Form (FM-6996) ✓ Monthly Report - Title I Annual Parent Meeting Attendance	□ Agenda □ Compilation of Parent Survey Results □ DAC/PAC Representative Form □ Evidence of Social Media Posts □ Minutes □ Monthly Report Attendance Data □ Completed PFEP Template □ Photos of Meeting □ PowerPoint Presentation □ School-Parent Compact □ Sign-sheets □ Title I Program Notification Letter □ Other (specify below):



FLEXIBLE PARENT MEETINGS

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening. Describe how the school will provide, with Title I funds, webinars, teleconferences, video conferences, or home visits, as such services relate to parent and family engagement [ESEA Section 1116].

Flexible Meetings	Meeting Time(s)	Description of Meeting/Activity
✓ Morning Meetings	8:00 a.m. – 12:00 p.m.	Honor Roll Assemblies, Hispanic Heritage, Parent Club Meetings
✓ Afternoon Meetings	12:00 p.m. – 4:00 p.m.	EESAC Meetings, Parent Club Meetings, Room Parent Meetings
Evening Meetings	4:00 p.m. – 7:00 p.m.	Field Trip Meetings, College Trip Meetings, Science Fair Night, Reading Under the Stars, Open House, Meet and Greet, etc
Flexible Meetings	Person Responsible (Position[s])	Description of Meeting/Activity
☐ Home Visits		
Webinars		
Conference Calls	Leadership Team	Parent Teacher Conferences, Field Trip Conferences, Grades-Academic Advisement, Room Parent Conferences
☐ Video Conferences		
Face-to-Face Meetings/Workshops	Leadership Team	Field Trips, Parent Teacher Conferences, Parent Portal, Homework Help etc,
Other (specify below):		

BUILDING CAPACITY

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement. Include a description of how the school implements activities that build relationships with the community in order to improve student achievement and what materials and trainings will be provided to assist parents/families to work with their child(ren). Provide details on how the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116].

Activity/Tasks	Person Responsible (Position[s])	Resources/Materials Provided	Description of Implementation	
☑ The Parent Academy	Leadership Team	✓ Brochure ✓ Flyers	Flyers sent home, Flyers posted in our Parent Resource Center, Connect-ed Calls, Newsletter	
☐ Agency Referrals		Handouts Materials		
	Leadership Team	PowerPoints School Supplies	Flyers sent home, Flyers posted in our Paren Resource Center, Connect-ed Calls, Newsletter	
EESAC, and Title I Annual Parent Meetings	Leadership Team	Referral Forms Resources	Completed School Improvement Plan and Completed Parent and Family Engagement Plan	
Parent & Family Engagement Workshops	Leadership Team	U Other (list below)	Reading and Mathematics Strategies for Parents to use at home, FSA Breakdown and strategies for	
Official Title I School-level Parent and Family Engagement Surveys	Leadership Team		Completed Surveys, tally up workshop surveys and workshops are then conducted so parents can help their children succeed academically and	
Other (specify below)				
☐ Family Support Services (FSA)				



STAFF DEVELOPMENT

Describe the professional development activities that the school will provide or encourage to educate staff:

- · How to value and utilize the contributions of parents/families;
- · How to reach out to, communicate with, and work with parents/families as equal partners;
- · How to implement and coordinate parent/family programs; and

How to build upon ties between parents Activity	Person Responsible (Position[s])	Parent/Family Engagement Focus	Evidence of Effectiveness	
Online PD to Build Relationships with Parents	Leadership Team	Valuing and utilizing parent contributions	Professional Development Management System.	
M-DCPS Meetings/Training/Workshops	Leadership Team	Enhancing capacity to work with parents and families	Master Plan Points from MyLearningPlar Professional Development Management System.	
District-sponsored Principal and Title I Facilitator Training Sessions	Leadership Team	Implementing/ Coordinating parent/family programs	Agenda, handouts, PowerPoint presentation implementation of knowledge gained, and Maste Plan Points from MyLearningPlan Professiona Development Management System.	
District-sponsored Title I CIS/CLS Training Sessions	Leadership Team	Implementing/ Coordinating parent/family programs	Agendas, handouts, PowerPoint presentation implementation of knowledge gained, and Maste Plan Points from MyLearningPlan Professiona Development Management System.	
Coordinate PD activities conducted by outside agencies	Leadership Team	Communicating with parents as equal partners	PowerPoint, follow-up activity and/or MPPs; sign in sheets.	
Professional Learning Community/School-based Project	Leadership Team	Implementing/ Coordinating parent/family programs	Sign-in sheet, artifacts (photos, Twitter, etc.)	
Other (specify below):				

OTHER ACTIVITIES

Describe other activities, such as the parent resource center, that the school will conduct in order to encourage and support parents and families in

more meaningful engagement in the education of their child(ren) [ESEA Section 1116].

Content and Type of Activity	Person Responsible (Position[s])	Parent/Family Engagement Focus	Timeline	Evidence of Effectiveness
✓ Parent Resource Center/Area ✓ The Parent Academy	-	✓ Curriculum ✓ Assessments	From:	✓ Agenda ✓ Handouts
✓ DAC/PAC Meetings ✓ ESSAC Meetings	1	✓ Technology ✓ Social Media	8/20/2018	✓ Minutes ✓ Sign-in Sheets
✓ Workshops ✓ Community-based Partnerships	Leadership Team	✓ Parenting ✓ Data-Driven Instruction	To: 06-03-2019	Photos Other (Please specify
Other (specify below)		Parent Portal		

ACCESSIBILITY

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families. Describe 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 understand.

Accessibility Focus Areas	Accommodations	Person Responsible (Position(s)/Title(s)	Timeline	Evidence of Effectiveness
Language	✓ Translator/Interpreter ✓ Translated Materials ☐ Other (specify below):	Assistant Principal	From: 8/20/2018	Accessibility accommodations and translation services
		Assistant Filliopal	To: 06-03-2019	statement. Multi-language materials Sign-in Sheets



Accessibility Focus Areas	Accommodations	Person Responsible (Position(s)/Title(s)	Timeline	Evidence of Effectiveness
Parking ✓ Wheelch Ramp Needs Sign Lan	☑ Wheelchair Accessible	Assistant Principal	From: 08-22-2018	
			To: 06-03-2019	

COMMUNICATION

Describe how the school will provide timely information about the Title I Schoolwide programs. Describe and explain the curriculum at the school, and the forms of assessment used to measure student progress; the achievement levels students are expected to obtain; and identify students who are at risk of not meeting state standards on performance standards assessments. Describe how the school, if requested by parents, will provide opportunities for regular meetings in order to formulate suggestions and to participate, as appropriate, in decision-making related to the education of their child(ren). Provide a description of how the school will submit parents/family's comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116].

Communication Focus Areas	Content and Type of Activity	Date	Number of Participants	Evidence of Effectiveness
	Title I Annual Parent Meeting	09/19/18	30	
	✓ EESAC	12/12/18	19	
T*#- 1	Electronic Communication to Parents	08/20/18	10	Number of parents who attended the meetings as
Title I	☐ Mailout to Parents			evidenced through the sign-in sheet(s).
	Title I Parent Newsletter			
	Other (specify below):			
	Title I Annual Parent Meeting	09/25/18	30	
	▼ FSA Night	02/04/19		
	Science Fair/Night	03/15/19		
	Reading Under the Stars	02/13/19		
0	Open House	09/25/18	100	Number of parents who attended the meetings as
Curriculum	☑ EESAC	12/12/18	19	evidenced through the sign-in sheet(s).
	Student Backpack			
	Website			
	Other (specify below):			
				7



Communication Focus Areas	Content and Type of Activity	Date	Number of Participants	Evidence of Effectiveness
	✓ Title I Annual Parent Meeting	09/25/18	30	
	✓EESAC	12/12/18	19	
	Open House Night	09/25/18	100	
Assessment/ Achievement Levels	Response to Intervention (Rtl) Links to websites containing Assessment/Data Information Other (specify below):			Number of parents who attended the meeting as evidenced through the sign-in sheet(s).
	□PTA/PTSA meeting			
	☑ EESAC meeting	12/12/18	19	
Parent Concerns	✓ Official Title I School- level Parent and Family Engagement Survevs	09/25/18	20	Number of parents who attended the meeting as evidenced through the sign-in sheet(s). Official Parent Survey Compilation of Results.
	Other (specify below):			
	Parent/Teacher Conference	06/03/19		
	Truancy Child Study			Number of parents who participated in conference
Attendance	Team Meetings with School Social Worker Other (specify below):			Number of parents who participated in conference call(s) and/or attended the meetings, as evidenced through the sign-in sheet(s).

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.)

Discretionary Activities Focus Areas	Content and Type of Activity	Person Responsible (Position(s)/Title(s)	Timeline	Evidence of Effectiveness
Transportation			The state of the s	
☐ Home Visits				
Literacy Training				
Community/Faith-based Organization Collaboration				
Other (Specify below):				



BARRIERS

Provide a description of the barriers that hindered participation by parents during the previous school year. Describe the steps the school will take during the upcoming school year to overcome the barriers (with attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children) [ESEA Section 1116].

Barrier(s) Please select a minimum of three (3)	Plan of Action (Steps) What is the school doing to overcome the identified barriers?
	Always send home flyers or post items electronically in English, Spanish and Creole. Have a translator always available.
☑ Disabilities	Parking, Ramp and Special Assistance
☐ Transportation	
✓ Child Care	Provide Childcare during workshops/classes dates and times.
✓ Unfamiliar with School System	Parent workshops to familarize parents with the dadeschoolswebsite and portal.
☐ Cultural Differences	
☐ Homelessness	