## SCHOOL Title I, Part A Parent and Family Engagement Plan (PFEP)

I, Dr. Barbara Shirley, principal of Alta Vista Elementary, 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in ESEA Section 8101;
* Involve the parents/families of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent;
* Jointly develop/revise with parents/families the school parent and family engagement plan and distribute it to parents of participating children and make available the parent and family engagement plan to the local community;
* Involve parents/families, in an organized, ongoing, and timely way, in the planning, review, and improvement of the schoolwide program plan;
* Use the findings of the parent and family engagement plan review to design strategies for more effective parent/family engagement, and to revise, if necessary, the school’s parent and family engagement plan;
* Provide to each family 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 is out of field; 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. [ESEA Section 1116].

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement**

*(Include: How parent and family engagement plan is shared responsibility. How parent and family engagement will assist in providing high quality instruction for all learners.)*

**Response:**

Our primary goal is that every student at Alta Vista will meet or exceed proficiency on the essential standards in all curricular areas. Additionally, each student will demonstrate the knowledge, skills, and attitudes necessary to be a responsible citizen. We believe that all students, without exception, have the ability to meet Florida Standards in Reading, Writing, Mathematics and Science so they experience success at the next level and beyond. Every student deserves the opportunity to be prepared for a successful future, whether it is college or the work force and the foundation is established here.

**Involvement of Parents**

Describe how the school will engage parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs including engagement in the decisions regarding how funds for Title I will be used.

**Response:**

Alta Vista Elementary will involve parents in all aspects of its Title I programs

1. Parent Involvement Advisory Council

2. Parents are invited to participate at all SAC Meetings. Over 50% of Alta Vista's School Advisory Council's membership are parent (non-employee) and community representatives. Our SAC Meetings are open to the entire school population.

3. Parent Informational Meetings are held to keep parents involved and informed.

4. A parent survey will be given to parents to solicit information and ideas for how to spend parent involvement funds and provide family activities.

5. A Parent Involvement Resource Center/Volunteer Center has been established and staffed to organize and encourage parents and the community to be involved with our school.

6. Guidance Counselor and Social Worker will hold mini-workshops and coffee talks with parents at varying times in the morning, afternoon, and evening.

7. Administrators will hold parent meetings to plan, review, and involve parents in the decisions regarding PI funds and activities.

8. Parents who have children entering Kindergarten, Grade 1, Grade 2 and Grade 3 are invited to attend informational meetings and give input about the Eagle Academy, a summer academic program.

9. The Parent University and adult education workshops provide an opportunity for parents to learn and give input regarding school programs.

10. Eagle Academy Parent Committee will review information about the Eagle Academy and Parent University. They will provide input regarding planning and components of this comprehensive summer program.

11. Parents who attend Career/Vocational classes will have an opportunity to learn and give input regarding school programs.

**12.** Parents and students who attend College and Career workshops will gain a greater understanding about potential careers, vocations, and colleges.

**Coordination and Integration with Other Federal Programs**

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home.

[ESEA Section 1116]

**Response:**

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| **count** | **Program** | **Coordination** |
|  |  |  |
| 1 | Parent Training | Family nights will be held to address different needs of parents and their children ranging from internet safety, to behavior support, addressing bullying and sibling rivalry. |
| 2 | Orientation and training for the Eagle’s Nest Volunteer Center | Volunteer Coordinator/Admin. Team/District Personnel host an annual orientation for the Alta Vista volunteers regarding the Eagle’s Nest Volunteer Center. Reading and math strategies will be taught to volunteers/parents so they can tutor with students  |
| 3 | Pre-assessment of In-coming Kindergarten students | Intervention Specialist and teachers schedule our kindergarten students for a pre-assessment before the start of the school year that is followed-up by a parent conference to discuss ways parents can work with their children at home. |
| 4 | Home-School Compact will be developed with the support of all stakeholders. | Administration, teachers, staff and parents work together to revise the Home-School Compact. |
| 5 | Math Training in the Florida Standards / Related Activities | Administration and teachers work with parents to train them in the new math standards and techniques they can use with their children to help them be successful. |
| 6 | Reading Training in the Florida Standards / Related Activities | Administration and teachers work with parents to train them in reading standards and techniques they can use with their children to help them be successful. |
| 7 | Science Training in the Florida Standards / Related Activities | Administration and teachers work with parents to provide training in science standards and techniques they can use with their children to help them be successful. |
| 8 | AV Parent University during the School Year | Administration, Teachers, Social Workers, and Community Organizations will host adult education workshops during the school year that inform parents about the academic curriculum at school and how they can work with their children in reading, math, science, and writing at home. Technology skills will be taught and tech links will be provided. |
| 9 | AV Parent University during Summer Eagle Academy | Alta Vista Administration, Teachers, Social Workers, and Sarasota Community Organization will provide parents of incoming kindergarten and grade one, two and three students enrolled in the Eagle Academy educational, life skills, and enrichment workshops in Reading, Math, Science, and Writing Curriculum; Tips for School Success: Routines, Procedures, and Expectations, Reading and Math Strategies that parents can use to help their child learn at home; How to Get Involved and Participate: Partners in Print; Family Literacy; School Volunteer Opportunities; Learning Technology Skills; Adult English as a Second Language classes; Parenting Skills; Community Resources and Programs; Family Health and Wellness (Nurturing and Attachment, Knowledge of Parenting and Child/Youth Development, Communicating with Your Child; Parent Resilience, Social Connection; Financial Literacy and Success; How to Manage Stress. Life Skills classes include Abriendo Puertas, a Dad’s Group, Financial Security, and Giving from Your Heart. Arts and Leisure classes include Belly Dancing, Card Making, Gardening, Improv, and Teatro.  |
| 10 | Cooking Matters | Parent and children cooking classes will be provided by the All Faiths Food Bank and Sarasota Rotary Club to prepare healthy meals and snacks and to make smart choices wherever they go – at school, at home, at the store, or out to eat.  |
| 11 | Parent Conferences | Administration, Teachers, Guidance Counselors will meet with parents on a regular and as needed basis to encourage families to take part in the education of their children. They will present and teach behavior and academic strategies that will help parents work with their children at home. These conferences will be held to inform parents of their child's progress in school and ways they can assist their child at home with their academic needs. |
| 12 | Eagle Academy Parent Committee | Administration, Teachers, and Parents will work together to develop a comprehensive plan for involving and educating parents based on their experiences and needs during the Eagle Academy Program. |
| 13 | Parent Focus Groups | Social Worker and Guidance Counselor, and Administration will meet with small groups of parents in Grades K-5 to learn more about how to engage parents and to promote the participation, along with discussions about how to continue our work in the development of students and families. |
| 14 | STEM Night | Alta Vista holds an information session regarding STEM Fair and other pertinent science information for the purpose of increasing student interest and knowledge. Alta Vista staff will teach students and families the Scientific Process together so they understand the process. |
| 15 | ESOL Parent Training | These sessions are intended to equip parents of ESOL students with strategies to assist their child with academic needs and language. |
| 16 | Annual Title I ParentInformation Meeting | Annual Title I Parent Information Meeting will be held to inform parents of the Title I program and resources. |
| 17 | Community of Caring School | Community service projects and integration of the 5 core values: Family, Respect, Responsibility, Caring and Trust throughout the curriculum and school. |
| 18 | Parent Involvement Resource Center | Informational resources regarding education, curriculum, behavior, parenting, college, community trsources, etc. for parents. |
| 19 | Texcellence Technology Training  | The Education Foundation and Alta Vista Staff will work to identify families in need of free computers. Parents will receive a training session on computer usage, programs, and Internet safety. |
| 20 | Donuts for Dads/Muffins for Moms | Dads, moms or significant adults are invited to join their child for a special breakfast.  |
| 21 | Referral to Community Agencies | Referrals will be provided by our school guidance counselor and social worker. |
| 22 | Parent Liaison and Social Worker | The Parent Liaison and Social Worker will work individually and in small groups with parents to provide educational training and personal/family support. |
| 23 | Literacy and Arts Nights | During family literacy and arts nights, parents will learn ways to share books, have fun with language, and gain tips to help their child become a happy and confident reader and integrate arts into the learning process. |
| 24 | Two Gen Career and Vocational Adult Learning Programs | Parents participate in our Two Gen Program and attend career and vocational classes on campus while their children are in school and become certified in the following areas: Graduate Education Development (GED), Microsoft Office Specialist, Child Development Associate (CDA), Certified Nursing Assistant (CNA), Private Security Officer, Forklift Operator, and ServSafe. Guidance and Counseling is provided to parents to provide support.  |
| 25 | Social Services Therapist | Full time, on-campus therapist meets with children and parents, both individually and together, to support their emotional and social wellbeing. Provides families with a time to talk about their feelings in a safe place and learn new ways to problem solve and cope with life stressors. Provides weekly groups and monthly parent cafes to provide additional support and information for parents. |
| 26 | EagleSWAG College and Career Ready | Parents and students will attend monthly College and Career workshops led by community organizations, businesses, and colleges. They will visit local businesses and colleges to gain a greater understanding about potential careers, vocations, and colleges. |

**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), Adequately Yearly Progress, school choice, and the rights of parents.

**Response:**

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Steps to inform: English/Spanish flyers, connect ed message, marquee, website, newsletters, labels | Administration Teachers Parent Liaison | Sept. / Oct. 2018 | Flyers, handouts, website, newsletters, Sign-in and feedback from meeting |
| 2 | Develop an agenda, handouts and presentation materials that address the Title I components | Administration Teachers Parent Liaison | Sept./Oct. 2018 | Agenda, power point presentation and handouts |
| 3 | Develop a sign in sheet for the annual meeting | Administrative Assistant | Sept. / Oct. 2018 | Sign-in sheets |
| 4 | Title I Programs planned will be reviewed at the Annual Title I Parent Information Meeting. | Administration Teachers Parent Liaison | Sept 2018 | Agenda, power point presentation |
| 5 | Maintain Documentation | Administrative Assistant | Ongoing | Title I documentation on Sharepoint, One Note and website |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may use Title I funds to provide transportation, child care, or home visits, as such services are related to parent and family engagement.

[ESEA Section 1116]

**Response:**

Alta Vista offers parent meetings at a variety of times and days throughout the school year.

1. SAC Meetings are held on the second Thursday of each month at 3:45; Childcare is provided for SAC Meetings.

2. Parent information meetings and workshops are held in the evenings, on Saturdays and after school with childcare provided at all meetings.

3. All parent meetings and communication are translated, as needed.

4. Home visits are made by the guidance counselor, parent liaison, social worker and home school liaison to communicate information

5. Conference calls are provided for parents who are unable to attend meetings.

6. The Guidance Counselor and Social Worker will hold mini-workshops before school for parents who are on campus regularly in the morning, afternoon, and evening.

7. On-going calendar of events will be posted in the car rider area and in front of the school to keep parents informed of up-coming events.

8. An Alta Vista Facebook has been created to communicate information.

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**Building Capacity**

Describe how the school will implement activities that:

* Will build the capacity for strong parent/family engagement;
* Will build relationships with the community to improve student achievement;
* Provide materials and trainings to assist parents/families to work with their child(ren);
* Provide other reasonable support for parent/family engagement activities.

[ESEA Section 1116]

**Response:**

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| --- | --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | SIP/Title l /School needs SAC Meetings | Principal/SAC Chair | Educates parents on the various Title I programs and resources. Addresses supporting students | Monthly | Ongoing Evaluation, sign in sheets and survey |
| 2 | ESOL Services ESOL Nights Parent Training  | ESOL Liaison, ESOL Staff | Direct support for students and increase parent involvement of ESOL families. | Bi-annually | Parent Feedback |
| 3 | AV Eagle Academy Parent University –Adult education programs will provide parents of incoming kindergarten, 1st, 2nd and 3rd grade students enrolled in the Eagle Academy educational workshops in: 1.) Reading, Math, and Writing Curriculum; 2.) Tips and Strategies for School Success: Routines, Procedures | Alta Vista Administration, Teachers, Social Workers, Parent Liaison Sarasota Community Organizations | Increase parent involvement and Connects families to students and what they are learning | Every Thursday for Six Weeks during the Summer | Parent Feedback and sign-in sheets |
| 4 | Eagle Academy and during the School Year - Adult education workshops that inform parents about the academic curriculum at school and how they can work with their children in reading, math, science, and writing at home. Technology skills will be taught and tech links will be provided. | Administration, Teachers, Social Workers, Parent Liaison and Community Organizations | Connects families of incoming kindergarten, grade 1, grade 2 and grade 3 students registered at Alta Vista for 2017-2018 school year | Six weeks during the summer June 4 – July 19, 2018, and throughout the school year | Parent Feedback and sign-in sheets |
| 5 | English Classes for Parents/Adults | ESOL Staff, Teachers | Direct correlation between parents learning and students learning | Weekly | Parent Feedback and sign-in sheets |
| 6 | Awards for Students Renaissance Ceremonies | Administration and Teachers | Students receiving awards to academic accomplishments | Quarterly | Parent Feedback and sign-in sheets |
| 7 | Parent Teacher Conferences Meetings to discuss student progress  | Classroom teachers, ESOL Staff, Parent Liaison, Social Worker, parents | Direct correlation between students and families | Ongoing1st and 3rd quarter | Parent conference form and Feedback |
| 8 | Eagle’s Nest Volunteer Center Tutoring Children | Eagle’s Nest Coordinator, community and Parent Volunteers | One-on-one tutoring/mentoring of children in their area of concern | Parents/Volunteers sign-up | Parent, Teacher, Student Feedback Test Scores, Volunteers Count! sign-in |
| 9 | STEM Fair Night | Administration and Teachers | Science SIP Goal | Fall 2018 | Sign-In Sheet |
| 10 | Book Fair and Family Cookout | Administration, Staff, Teachers, and Parents | Connects families to students and what they are learning | December 2018/May 2019 | Sign-in Sheets, Parent Feedback |
| 11 | Student Performances – Winter and Spring Showcase | Specials Teachers, Parents | Connects families to students and what they are learning | 2 times per year | Sign-in Sheets, Parent Feedback |
| 12 | Family Movie Nights | Teachers and Staff | Connects families to students to school | 4 times per year | Parent Feedback |
| 13 | Eagle Fest Family/School Festival Connects families to students to school | Teachers, Staff. Parents | Connects families to students to school | Summer 2018 and 2019 | Parent Feedback |
| 14 | Variety Show | Teachers, Staff. Parents | Connects families to students to school | Spring | Parent Feedback |
| 15 | Cooking Matters Class  | Administration, Staff, All Faith’s Food Bank, and Sarasota Rotary Club | Connects and builds strong families and teaches academic, nutrition, and wellness skills | Six Week Classes | Sign-in Sheets, Parent Feedback |
| 16 | Musical Production | Teachers, Staff. Parents | Connects families to students to school | Winter/Spring | Parent Feedback |
| 17 | STEM Night | Classroom and Science Teachers | Parent training - STEM Fair Procedures | Fall 2018 | Parent Feedback/Science Fair Projects |
| 18 | General Education Development (GED) Classes | SCTI/Alta Vista Teacher | Direct correlation between parents learning and students learning | Weekly | Parent Feedback |
| 19 | Technology Classes | SCTI/Alta Vista Teacher | Direct correlation between parents learning and students learning | Weekly | Parent Feedback |
| 20 | Focus Groups | Teachers, Staff, Parents | Connects families to students to school | Fall 2018 | Parent Feedback |
| 21 | Grade Level Curriculum | Administration, Teachers, Staff, Parents | Parent training on grade level curriculum in reading, math, and writing, strategies, and Florida Standards, FSA, iReady | Fall 2018 | Sign-in Sheets, handouts and flyers |
| 22 | Literacy Nights | Teachers/Staff | Parents will learn ways to share books, have fun with language, and gain tips to help their child become a happy and confident reader. | 4 times per year | Parent Feedback |
| 23 | Reading Street | Administration, Teachers, Staff, Parents | Connects families to students to school | Fall 2018 | Parent Feedback and Sign in Sheets |
| 24 | Circus Arts Conservatory | Administration, Teachers, Staff, Parents | Connects families to students and what they are learning | Fall and Winter 2018 | Parent and Teacher Feedback |
| 25 | Two Gen Career and Vocational Adult Learning Programs | Administration, Social Worker, Teachers, Staff, Parents | Parents will have the opportunity to participate in our Two Gen Program and attend career and vocational classes on campus while their children are in school and become certified in the following areas: Microsoft Office Specialist, GED, ESOL, Child Development Assistant, Certified Nursing Assistant, Private Security, Forklift Operator, and ServSafe. Guidance and Counseling is provided to parents to provide support. | Per Class Schedule - Daily, Weekly, and Monthly | Parent Feedback  |
| 26 | EagleSWAG College and Career Program | Administration, Alta Vista Success Coach, EagleSWAG College and Career Team, Parents | Parents and students will attend monthly College and Career workshops led by community organizations, businesses, and colleges. They will visit local businesses and colleges to gain a greater understanding about potential careers, vocations, and colleges. | Monthly | Parent Feedback |

**Staff Development**

Describe 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 following areas:

* How to reach out to, communicate with, and work with parents/families as equal partners;
* The value and utility of contributions of parents;
* How to implement and coordinate parent programs; and
* Build ties between parents and schools.

[ESEA Section 1116]

**Response:**

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Module 1 Staff Training and Importance of PI | Administration/District Personnel | Increased parent communication will enhance student achievement and increase student attendance. Direct correlation linking families with school | On-going | Parent Teacher conferences, Participant Feedback |
| 2 | Module 3 Implementation and Coordination of PI Program | Administration/District Personnel | Direct correlation linking families with school | On-going | Parent Teacher conferences, Participant Feedback |
| 3 | Module 4 Building Ties Between Home and School | Administration/District Personnel | Increased parent communication will enhance student achievement and increase student attendance. Direct correlation linking families with school | On-going | Parent Teacher conferences, Participant Feedback |
| 4 | Parent Focus Groups Report and Training | Administration/Teachers | Increased parent communication will enhance student achievement and increase student attendance. Direct correlation linking families with school | On-going | Parent Teacher conferences, Participant Feedback |
| 5 | Module 2 Communicating and Working with Parents | Administration/District Personnel | Increased parent communication will enhance student achievement and increase student attendance. Direct correlation linking families with school | On-going | Parent teacher conferences, participant feedback |

**Other Activities**

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

[ESEA Section 1116]

**Response:**

Parent Resource Center: Books and DVD's are available for parents to check out and use with their families

AV Parent University: We conduct several parent workshops throughout the year to give parents tools to work with their children in academic, behavioral, emotional, and social areas

Eagle Academy Parent University: We conduct parent workshops based on need and interest for parents of incoming kindergarten students in July and August to give parents tools to work with their children in academic, behavioral, emotional, and social areas

Two Gen Adult Career and Vocational Learning Program: Programs for parents to provide opportunities for educational success and career and vocational training

Parent Focus Groups - Small Groups of parents will meet with a facilitator in an effort to understand family needs and how we can better provide support to students and families. These focus groups and parent cafes include:

* ACT Raising Safe Kids Group (in Spanish):  8-9 parents
* Circle of Security (English):  6 parents
* Circle of Security (Spanish): 14 parents signed up (will be starting on Tuesday)
* How to Help your Child with Anger:  12 parents
* Helping Children Be the Best They Can Be:  5 parents
* Dealing with Parenting Stress:  5 parents
* Helping Children Deal with Stressful Situations:  5 parents
* Dear Stress, Let’s Break Up (at Housing Authority):  5 parents

Eagle's Nest Volunteer Center: We have a volunteer center established wherein parent and community volunteers are trained to work with our students in reading and math and are provided workshops on understanding poverty and mental health issues.

Reading Celebrations: Parents are invited to a monthly reading training and celebration in which they receive free materials and training in techniques to help their students improve reading

Renaissance Ceremonies: Quarterly ceremonies at the end of grading periods where parents are invited to celebrate their children's successes with awards being earned for academic and non-academic areas

Walking School Bus: This program promotes walking and bike safety by encouraging students and families to walk and ride their bikes together to and from school.

Meet Your Teacher Event - Families are invited to Alta Vista to meet the teachers the first day of school and within 1 month of when the school year begins.

Title I Home-School Compact - The Home-School Compact is available on our website and a hard copy is sent home in the September newsletter. Formal copies will be signed at the October conferences.

Eagles' Nest Volunteer Center - Parents are provided training to learn strategies to tutor their child at home and other students in the school.

Literacy and Math Programs – Workshops are provided by to learn strategies to help their child in reading and math at home.

Family Literacy and Arts Programs - Parents learns ways to share books, have fun with language, and gain tips to help their child become a happy and confident reader.

STEM Fair Training and Fair – Parents learn about the Scientific Method and how to develop STEM Fair experiments.

EagleSWAG College and Career Program - Parents and students will attend monthly College and Career workshops led by community organizations, businesses, and colleges. They will visit local businesses and colleges to gain a greater understanding about potential careers, vocations, and colleges.

**Communication**

Describe how the school will provide the following to parents and families of participating children:

* 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 obtain;
* If requested by parents/families, 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 is not satisfactory to the parents/families of participating children, the school will include submit the parents/families’ comments with the plan that will be made available to the local education agency.

[ESEA Section 1116]

**Response:**

1. Title l programs, information and requirements are explained at Title l Annual Parent Involvement Meeting in English and Spanish.

2. All current and new students and families receive a Title I brochure and pamphlet at the time of enrollment and the beginning of each school year. The information parents receive discusses the Title I programs, goals, the history of Title I, Parental Involvement, and their "right to know." Title I information is also translated into the native languages of families whose household speaks a language other than English.

3. Title I information will be available at a table set up in the cafeteria on a "Back to School Night" at the beginning of the school year, staffed by both English and Spanish speaking personnel.

4. The Soaring Eagle Newsletter will provide information about all Title I programs in both English and Spanish. Information will be displayed on our website, communicated through our school newsletter and on flyers that are sent home.

5. Student progress and how it is measured is discussed at each SAC and Parent Meeting.

6. Florida Assessment expectations and pupil progression plan is discussed at each SAC Meeting and Parent Meetings

7. Florida Assessment flyers from DOE are sent home to parents in Spanish and English

8. SIP is developed and approved at the September SAC Meeting and it is posted at the school and on the website. The Parental Improvement Plan will be presented at September 2018 SAC meeting. SAC will include parents in the decision-making process involving educational issues at the school.

9. Every grade level conducts an interactive curriculum night program in English and Spanish wherein they discuss the curriculum, learning strategies, and assessment used with the students.

10. Parent University Program for grades K, 1, 2 and 3 conducts interactive hand-on reading presentations where parents and students work together to create reading tools to use at home. Teacher provide instruction.

11. All teachers are required to hold Parent-Teacher-Student Conferences at least once annually to discuss the child's academic achievements and goals. Staff will arrange for interpreters, as needed. Conferences will take place before school, during teacher planning time, or after school on the Alta Vista campus. Phone conferences will also be mandatory if face-to-face meetings cannot be accomplished. Additional parent conferences are held on an ongoing basis and as needed.

12. Conferences with parents and flyers are sent home regarding the 21st Century program. Spanish interpretation is available.

13. After School tutorial notifications in English and Spanish are sent home and are posted in the newsletter and website.

14. School Choice information in English and Spanish are sent home and are posted in the newsletter and website

15. Pre-CARE meeting phone calls will be made by the ESE Liaison to answer parent concerns and questions and alleviate pre-meeting stress, encouraging parents to attend the meetings.

16. Mini-meetings will be held as needed in the mornings by the Guidance Counselor, Social worker, Home School Liaison, and/or Parent Liaison to address parent concerns or just giving parents the opportunity to talk about issues.

17. Eagle Parent University informational meetings will be held for parents of incoming kindergarten, grade 1, grade 2 and grade 3 students in the spring and during the summer.

18. Parent correspondence in English and Spanish are sent home and are posted in the newsletter and website.

19. Student Agenda Books - Daily communication between parent and teacher.

20. Community Engagement Services, including phone calls, e-mails, text and SMS messages.

21. The Florida Standards are used to plan the delivery of instruction in all content areas. District-adopted core curriculum materials are used in all K thru 5 classrooms. Teachers will participate in various professional development activities to increase their effectiveness in instructional strategies. All staff members are Highly Qualified. District, State and classroom progress monitoring data is used to monitor student performance.

**Accessibility**

1. Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (including parents/families with limited English proficiency, disabilities, and migratory children).

**Response: See Below**

1. Describe how the school plans to share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent feasible, in a language parents/families can understand.

**Response: See Below**

**Response for Questions 1 and 2:**

1. English and Spanish translation of all flyers and Connect-ed messages;

2. English/Spanish labels about important information are attached in student agenda books

3. Marquee updated regularly with current information

4. Community Engagement Services, including phone calls, e-mails, text and SMS messages.

5. Bi-Monthly newsletter in English and Spanish

6. Parent-teacher conferences held regularly with translators are available for all meetings

7. Home-school liaison and Parent Liaison make home visits when parents are unable to come to school

8. Quarterly progress reports are sent home, reports cards, as well as results of classroom progress being communicated on a regular basis

9. Parents are encouraged to become volunteers within the school volunteer center (Eagle's Nest Volunteer Center) to assist in the education of our students through multiple avenues including: newsletter, word of mouth, Connect-ed messages and one-on-one conversations.

10. Parent Involvement table to be set up at "Back to School" night to inform parents (in both English and Spanish) of what we have available at school and provide opportunity for them to let us know how we might be able to meet their needs at school.

11. Mini-interest based meetings at the in the mornings and around dismissal times for parents who are on campus.

12. Calendar of upcoming events posted at car rider area and in front of the office to keep parents informed of school happenings.

13. Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.

14. Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school.

15. Reading workshops for ESOL parents will be held weekly to help them learn strategies for working with their children at home.

16. Parents and community members are also encouraged to become volunteers in the Eagles' Nest Volunteer Center.

**Discretionary Activities** (optional)

Describe any activities that are not required, but will be paid for through Title I, Part A funding, such as home visits, transportation for meetings, activities related to parent/family engagement, etc.

**Response:**

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| **count** | **Activity**  | **Description of Implementation Strategy** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Literacy Training for parents in all grade levels, K-5. Parents were invited with their families to attend the monthly structured reading nights. Eagle Academy parents of students entering Kindergarten and grades 1, 2, and 3 received specialized training in reading, math, writing, and technology during the Eagle Academy Parent University.  | Teachers and Administration | Parent Training Involvement will have a direct correlation to student achievement. Early literacy will increase student achievement. | monthly and Summer |
| 2 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Conferences – Teachers, Guidance Counselor, Parent Liaison, and/or Social Worker and parents will meet on a regular basis to discuss the child's progress in school, both the areas of success and areas of weakness. Teachers will provide parents with various strategies and tools to help their child be more successful at school. Translation and Child care provided for all parent meetings | Staff | Direct correlation between school and families attending and getting involved in school activities | As needed |
| 3 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | Eagles’ Nest Volunteer Center | Administration, Teachers, Volunteers, and Community Staff | Increased parental involvement will enhance student achievement in all academic areas and attendance | As Needed during the school year and summer |
| 4 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Eagles' Nest Volunteer Center | Administration, Volunteers Count! and Staff | Intensive tutorial provided to struggling students in math and reading | As Needed Summer |

**Barriers**

1. Describe any barriers that hindered participation by parents during the previous school year.

**Response: See below**

1. Describe 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).

**Response:**

**We will increase communication with parents using a variety of tools and resources on an ongoing basis. Meetings and workshops will be held at varying times and locations, in addition to home visits and at key places in the community. Interpreters will be provided at all meetings and correspondence is translated in applicable languages. We have developed relationships with community organizations and business to support and provide resources for the needs of students and families.**

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Sufficient Notification of Activities-all subgroups | Add labels to agenda in addition to flyers, Connect Ed, newsletter, website and marquee, Personal Phone Calls |
| 2 | Scheduling-all subgroups | Verify that Parent Activities are spaced well apart. |
| 3 | Unable to get to school-all subgroups | Create training resources that can be sent home with students for parents; provide transportation |
| 4 | Economically Disadvantaged | School Social Worker and Guidance Counselor will counsel parents, help make connections with community resources, and make home visits to provide family support |
| 5 | ESOL  | Interpreters for conferences and parent meetings |
| 6 | ESOL | Tele-prompters used at all parent meetings and programs to provide information in Spanish |
| 7 | Economically Disadvantaged  | Backpack Program provides food for families each week |
| 8 | Economically Disadvantaged | School Supplies Book Bag provides school supplies needed for school success |
| 9 | Economically Disadvantaged | Financial Aid for School Uniforms |
| 10 | Economically Disadvantaged | Financial Aid for transportation to and from meetings; Bi-monthly Food Pantry in collaboration with local agencies  |

**Best Practices**

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice.

**Response:**

1. Parent Focus Groups - Small Groups of parents will meet with a facilitator in an effort to understand family needs and how we can better provide support to students and families.
2. Parent University - Alta Vista Administration, Teachers, Social Workers, and Sarasota Community Organization will provide parents of incoming kindergarten and grade one, two and three students enrolled in the Eagle Academy educational, life skills, and enrichment workshop
3. 2Gen Adult Programs - Parents participate in our Two Gen Program and attend career and vocational classes on campus while their children are in school and become certified in the following areas:
4. Eagle’s Nest Volunteer Center - One-on-one tutoring/mentoring of children in reading and math, along with social and emotional development

**PLEASE NOTE THE FOLLOWING DOCUMENTS ARE TO BE UPLOADED**

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

[ESEA Section 1116]

**Upload Evidence of Input from Parents/Families**

Upload evidence of parent/family input in the development of the parent and family engagement plan. Include the meeting agenda, the meeting minutes and the sign-in sheet.

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**Upload Parent-School Compact**

Upload an electronic version of the Parent-School Compact for 2018-19.

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**Upload Evidence of Parent/Family Input in Development of Parent-School Compact**

Upload evidence of parent/family input in the development of the compact. Include the meeting agenda, the meeting minutes and the sign-in sheet.