**E. H. Miller School - Title I, Part A Parental and Family Engagement Plan**

Title I, Part A, Section 1116 of the Every Student Succeeds Act (ESSA) requires that each school served under Title I, Part A, develop jointly with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy/plan.

I, \_\_Rodney Symonds\_\_, 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 parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
* Involve the parents 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(b)(1) and (c)(3)];
* Jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by parents, that shall describe the means for carrying out the requirements of subsections (c) through (f) and make available the parental involvement plan to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)];
* Involve parents, 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 parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1116(c)(3)];
* Use the findings of the parental involvement policy review to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1118(a)(E)];
* If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1116(c)(5)];
* Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
* 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 not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; 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 [Section (h)(6)(A)].

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

**Mission Statement:**

* How the parent and family engagement plan is a shared responsibility between home and school.
* How parent and family engagement supports high quality instruction for all learners.

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| **Response**  |

**The mission of Eleanor H. Miller School is to foster an atmosphere of mutual respect among all stakeholders and create a positive learning environment in which students experience success.**

**Involvement of Parents**

Describe what actions the school will take to involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1116(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

**Response:**

**We will have our annual Title I meeting to share details for the school and collect parent input as to things they would like to see occur. We will ask for their input on needs for students and work to accommodate them.**

**Coordination and Integration**

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, with other Federal, State, and local programs, including public preschool programs, and conduct other activities, that encourage and support parents to fully participate in the education of their children. [Section 1116(e)(4)].

**Response:**

**We have an ASD Parent Group that meets monthly. We encourage parents to attend IEP meetings to gather specific information about their child and their progress and what needs they would like us to work on with their child.**

**Annual Parent Meeting**

Describe the specific actions the school will take to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend, to inform them about the Title I program, the nature of the Title I program (schoolwide or targeted assistance),and the rights of parents to be involved [Section 1116(c)(1)].

**Response:**

We will hold meetings at different times to accommodate as many parents as possible. We will share information with parents when they are here to attend school functions and ask for their input on school-related issues.

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how Title I funds will provide transportation, child care, or home visits, as such services related to parental involvement [Section 1116(c)(2)].

**Response:**

**We will discuss with parents the best times that they would be available to attend meetings. We will send home documentation related to Title I if they are unable to attend the meetings. We will send home the Title I survey in an effort to gather more information.**

**Building Capacity**

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)].

Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child’s academic achievement [Section 1118(e)(2)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116(e)(14)].

**Response:**

**We will encourage communication through the use of student logs that are sent home daily. We will send home progress reports to show academic achievement. We have an open-door policy for parents to come in for concerns and we will assist them in the understanding of their child’s academic progress.**

**Staff Training**

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

**Response:**

**We have professional development regarding data analysis, the Weebly website, IEP training and ECT training. Some teachers will attend an ASD institute.**

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1116 (e)(4)].

**Response:**

**We are available any time to meet with parents to discuss any concerns about their child. Due to students with special needs, many parents are not able to meet after school hours.**

**Communication**

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

* Timely information about the Title I programs [Section 1116(c)(4)(A)];
* Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1116(c)(4)(B)];
* If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children[Section 1116(c)(4)(C)]; and
* If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1116(c)(5)].

**Response:**

The school will hold Title I parent meetings and also send documentation home with students so parents are aware and can send feedback to their child’s teacher.

**Accessibility**

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

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| **Response:** |

**We have information in English and Spanish that will be sent home.**

**Discretionary Activities -** Indicate which (**if any**) of the following discretionary school level parental involvement policy components the school will implement to improve parental involvement.

\_\_\_\_\_\_\_\_ Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

\_\_\_\_\_\_\_\_ Provide necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training;

\_\_\_\_\_\_\_\_ Pay 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;

\_\_\_\_\_\_\_\_ Train parents to enhance the involvement of other parents;

\_\_\_\_\_\_\_\_ In order to maximize parental involvement and participation in their child’s education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school;

\_\_\_\_\_\_\_\_ Adopt and implement model approaches to improving parental involvement;

\_\_\_\_\_\_\_\_ Establish a schoolwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;

\_\_\_\_\_\_\_\_ Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

**Evidence of Input from Parents**

* **Add documentation of parent input into the plan. (Agenda, sign-in sheet, minutes) to your Drive folder.**

**Parent-School Compact**

* **Add a copy of the 2018-2019 Parent-School Compact to your Drive folder.**

**Evidence of Parent Involvement in Development of Parent-School Compact**

* **Add documentation of parent input into the compact. (Agenda, sign-in sheet, minutes) to your Drive folder.**

**Evidence of a stand alone Title I Annual Meeting**

* **Add documentation of the Annual Title I Meeting (Agenda, sign-in sheet, minutes) to your Drive folder.**

***Evaluation of the previous year's Parental Involvement Plan***

**Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

**Response:**

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

**Response:**

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

**Response:**

**Best Practices (Optional)**

Describe the parental involvement 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. (Optional)

**Response:**