

South Elementary School Parent and Family Engagement Plan 2019-2020

I, Emily Streelman, 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 projects, where prohibited.

Assurances:

- ☐ The school will be governed by the statutory definition of family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlines in section 1116 of the Every Student Succeeds Act (ESSA);
- ☐ Involve parents and family members of children served in Title I, Part A schools in decisions about how Title I, Part A funds reserved for family engagement are spent;
- ☐ Jointly develop/revise with parents and family members a written parent and family engagement policy and distribute it to parents and family members of participating children and make available the parent and family engagement plan to the local community;
- ☐ Involve 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 parent and family engagement policy and the joint development of the schoolwide program plan;
- ☐ Use the findings of the parent and family engagement plan review to design strategies for more effective family engagement, and to revise, if necessary, the school's parent and family engagement policy;
- ☐ If the plan for Title I, Part A, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency;
- ☐ Provide to each parent and family member 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 has not met applicable state certification and licensure standards; 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.

Signature of Principal or Designee

Date Signed

FAMILY ENGAGEMENT

Briefly describe how the school will 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 family engagement will be used. **(ESSA Section 1116)**

At South Elementary, we will involve parents in our Title I, SAC, and Parent Involvement meetings.

We will invite parents to participate in the above activities using one or more of the following methods: classroom communication, automated calls, The Eager Eagle weekly memos, our school Facebook and Instagram pages.

Briefly describe how the school will jointly develop/revise with parents the school Parent and Family Engagement Plan, distribute the plan to parents and families of participating children, and make the Parent and Family Engagement Plan available to the local community.

At South Elementary, we will invite all stakeholders to the PFEP meeting in August to review and edit the 2019-2020 plan. The plan will be made available upon request and posted on our school website, Facebook and Instagram pages, and emailed to parents/guardians. The plan will be delivered at the Annual Title I Meeting. Activities and events will be advertised throughout the school year.

Briefly describe how the school will involve parents and families, in an organized, ongoing, and timely way, in the planning, review and improvement of programs under Title I Part A, including the planning, reviewing, and improvement of the school Parent and Family Engagement Plan and the joint development of the schoolwide program plan.

At South Elementary, we will invite all stakeholders to the PFEP meeting in August to review and edit the 2019-2020 plan. Parent Involvement will also meet quarterly during the school year to review programs under Title I Part A. Review previous events and feedback while planning for upcoming events.

Briefly describe how the school will 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?

At the August Parent Involvement meeting, we will review the Title I survey data from the 2018-2019 school year. The team will ask for suggestions from parents/guardians and other stakeholders to edit the PFEP for the 2019-2020 school year.

Briefly describe how the school will 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?

The school will have individual student FSA reports available for pickup at the school. The reports will be sent home at Open House. The reports are written in both English and Spanish. The reports will also be available in Skyward during the 2019 school year.

Briefly describe how the school will provide each parent timely notice when their child has been assigned or has been taught for (4) or more consecutive weeks by a teacher who is not certified or licensed?

Parents will receive a letter in English and Spanish within three weeks of being in that teacher's classroom. Out of field teachers are also listed on our school website and included on the October and February Title I newsletters.

Briefly describe how the school will provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals?

This information is included on the school website and will be communicated at Open House.

COORDINATION AND INTEGRATION

Describe how the school will coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI. **(ESSA Section 1116)**

Program	Coordination
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Annual Title I Parent Meeting	This meeting will be held in October 2019.
APTT	PreK and Kindergarten will participate in APTT this school year. The meetings occur throughout the year (3 whole group and 1 individual conference) starting in September 2019.
Voluntary PreK	Forty children will participate in VPK at South Elementary. Home Literacy Kits will be sent home with all of the children.

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, Adequate Yearly Progress, and school choice.

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
Title I Annual Meeting: advertise upcoming meeting via flyers, Facebook, Instagram, school website, and automated phone calls/texts/emails	Emily Streelman and teachers	September 2019-October 2019	Attendance sign in sheets indicating whether or not the intended information was delivered.
Title I Annual Meeting	Emily Streelman and TBA	October 2019	Attendance sign in sheets indicating whether or not the intended information was delivered.

FLEXIBLE PARENT MEETINGS

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to family engagement. **(ESSA Section 1116)**

APTT meetings begin at 7:45 am. The Parent Involvement team will be surveyed and meeting times will be adjusted to best meet the needs of the team. Refreshments and childcare will be provided at the meetings. Translators will be available as needed. The school can provide home visits upon request.

BUILDING CAPACITY

- ☐ Describe how the school will implement activities that will build the capacity for meaningful parent and family engagement.
- ☐ Describe how the school will implement activities that will build relationships with the community to improve student academic achievement.
- ☐ Describe the actions the school will take to provide materials and training to help parents work with

their child(ren).

- ❑ Include information on how the school will provide other reasonable support for parent and family engagement activities as parents and families may request. [ESSA Section 1116]

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness	SIP Goal Alignment
Hispanic Heritage Month/Migrant Family Night Celebration *Streelman	Principal, AP, PI Team, Teachers	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process. Focus on AR.	September 26, 2019 from 5:30-7:30 pm	Improvement in iReady. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
Trick and Treat *Kenney	Principal, AP, and PI Team	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	October 29, 2019 from 5:30-7:30 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
Winter Carnival *Hawk	Principal, AP, and PI Team	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process. Some of the games will have an academic theme.	December 13, 2019 from 5:30-8 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
APTT Meetings *Suzette and JWV	Principal, AP, VPK, and K Teams	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	September 2019 and throughout the year	Improvement in iReady. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
Veteran's Day	Principal, AP,	Parents will be	November	Improvement in	Students will increase proficiency in reading,

Celebration (letters to veterans) *Teddars	PI Team, Teachers	invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process. Focus on social studies and writing.	11, 2019 at 9 am	iReady. Sign in sheets and the parental involvement survey will indicate participation.	math, science, and social studies.
FSA Event *Adler	Principal, AP, PI Team, Teachers	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	January 30, 2020 from 5:30-7:30 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
K-2nd Grade Event *Breux ???	Principal, AP, PI Team, Teachers	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	February 20, 2020 from 5:30-7:30 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
3rd-5th Grade Event *Migliaccio ???	Principal, AP, PI Team, Teachers	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	March 26, 2020 from 5:30-7:30 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
Egg Hunt Event *Jen	Principal, AP, and PI Team	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process.	April 16, 2020 from 5:30-7:30 pm	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies.
Talent Show *Brady	Principal, AP, PI Team	Parents will be invited in English and Spanish with	May 21, 2020 from 5:30-7:30	Improvement in iReady and statewide assessment data.	Students will increase proficiency in reading, math, science, and social studies during

		the intention of providing them with information that they can use at home to support the educational process over the summer break.	pm	Sign in sheets and the parental involvement survey will indicate participation.	the following school year.
PreK and K Graduation *Suzette and JWV	Principal, AP, PI Team, VPK and K Teams	Parents will be invited in English and Spanish with the intention of providing them with information that they can use at home to support the educational process over the summer break.	May 2020 from 8-10 am	Improvement in iReady and statewide assessment data. Sign in sheets and the parental involvement survey will indicate participation.	Students will increase proficiency in reading, math, science, and social studies during the following school year.

STAFF DEVELOPMENT

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, and other staff in how to reach out to, communicate with, and work with parents and families as equal partners, in the value and utility of contributions of parents and families, how to reach out to, communicate with, and work with parents/families as equal partners and how to implement and coordinate parent/family programs, and in building ties between parents/families and the school. **(ESSA Section 1116)**

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
PLC: setting expectations for communication with parents	Principal, AP, Reading Coaches	Yield increased achievement and improved classroom behaviors.	September 2019 through May 2020	Increase in iReady and statewide assessment scores.
Conscious Discipline	Principal, PK Coordinator	Yield increased achievement and improved classroom behaviors.	August 2019	Increase in iReady and statewide assessment scores.
APTT	Principal, PK and K Teams	Yield increased achievement and improved classroom behaviors.	August 2019 and ongoing throughout the school year	Increase in iReady scores.
Social-Emotional Learning	Principal, Kathy Williams (crisis	Yield increased	August 2019 and ongoing throughout	Increase in iReady and statewide assessment

	counselor), Adler	achievement and improved classroom behaviors.	the school year	scores.
Quarterly Counselor's Cafe	Principal, Adler	Yield increased achievement and improved classroom behaviors. *Focus on discipline at home, middle school transition, and growth mindset.	August 2019 and ongoing throughout the school year	Increase in iReady and statewide assessment scores.

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. **(ESSA Section 1116)**

Parents are invited to attend our Parent Involvement meetings, our SAC Committee meetings, and all school activities. Parent resources are provided that can be used at home to help the educational process at all events.

COMMUNICATION

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

- 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 meet;
- 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; and
- If the schoolwide program plan under 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. **(ESSA Section 1116)**

At the beginning of the school year, a Title I meeting will take place and information regarding Title I will be presented to parents. Throughout the school year, information is disseminated that is designed to promote active participation by the parents. This information informs parents of required assessments, curriculum, and materials that are used to educate students. Parents are encouraged to meet with their child's teacher(s) at any time that is convenient for them. Parents are invited to participate in these activities using one or more of the following methods: weekly newsletters/memos, automated calls, personal calls, the agenda book, or Facebook and Instagram.

ACCESSIBILITY

Describe how the school will provide full opportunities for participation in family engagement 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.

We will provide all parents with opportunities to participate in all parental involvement activities. All parents who are interested sign up for SAC, Parental Involvement, and/or to volunteer at Open House using school wide forms. PBIS events are open to all parents. We notify parents of all events in English and Spanish in newsletters/memos, Facebook, Instagram, and the web page. The migrant advocate and ESOL paraprofessional will be available to translate for parents who do not speak English. We also have access to Skyward School Messenger that will translate for speakers of any other language.

EVIDENCE OF PARENT AND FAMILY INPUT IN THE DEVELOPMENT OF THE PLAN

Upload Parent-School Compact to your school FE Folder.

Upload Evidence of Parent Involvement in Development of Parent-School Compact to your school FE Folder.

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

Evaluation of the previous year's Parent and Family Engagement 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. Include participation data on the Title I annual meeting.

Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement	Data Source Used
Title I Annual Meeting	1	16	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
FSA Food and Family Night	1	22	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Trick and Treat	1	235	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Winter Carnival	1	195	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Family Game Night	1	90	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey

Open House	1	553	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
3rd Grade FSA Family Night	1	22	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
VPK Parent Orientation	1	40	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Grandparent Lunch	1	137	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Quarterly Awards	4	679	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Safety Patrol Induction	1	7	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
Veterans Day Program	1	29	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
APTT	4	34	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey

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.

Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement	Data Source Used
APTT for PreK	1	2	Increase student achievement and improve behavior.	Parent/Guardian Sign In Sheets and Feedback Survey
PLC: setting expectations for communication with parents	5	40	Increase student achievement and	iReady and FSA scores

			improve behavior.	
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Barriers

Describe the barriers that hindered participation by parents during the **previous** school year in family engagement 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).

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Non-English speaking parents/guardians do not always attend the events.	Advertise in home languages and English. Ensure translators are at all events.
Scheduling of events with working parents/guardians.	Survey the PI team for convenient times. Offer events at different times.
Transportation and childcare issues.	Provide childcare at events and meetings.