

2019-2020 Parent and Family Engagement Plan

School Name	Pineloch Elementary
LEA	Orange County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

Assurances

The above named school agrees to the following assurances:

- ☐ Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- ☐ Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- ☐ Jointly develop/revise plan with parent and make available to the local community;
- ☐ Involve parents and families in planning, reviewing, and improving schoolwide program plan;
- ☐ Use the findings of parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan;
- ☐ Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
- ☐ Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- ☐ Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Mission Statement

1. Does the mission statement include: How the parent and family engagement plan is a shared responsibility? How the parent and family engagement	<p>"Our mission to lead our students to success with the support and involvement of families and the community".</p> <p>The Parent and Family Engagement Plan will offer high quality instruction to parents with supporting the various areas of the building capacity; Stem night, curriculum night, FSA night and literacy workshops. We will be focus on the parents of the students who are at the bottom 25% with more</p>
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plan will assist in providing high quality instruction for all learners?	detailed workshops to enhance their reading skills and breaking the language barriers.
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Involvement of Parents

2. Does the plan include: How the school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used [ESEA Section 1116]?	Parents will be engaged in an organized, ongoing, and timely manner planning to review and implement decision regarding parental involvement, funds through Title 1 meetings and workshops. Parental input will be recorded in the various meetings from the Secretary. All Parents will be given the opportunity to vote for the Parents who will assist in conducting the meetings for SAC, PTA, and PLC. All PLC Parent Trainings and workshops will be held monthly to help the parents stay abreast of the various learning skills provided to the students: learning the use of the computer, The ABC's to reading, Experimenting with science, etc. Translators will be provided for parents and students in their first language. Child care will also be available if needed.
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Coordination and Integration with Other Federal Programs

3. Does the plan include: How the school will coordinate and integrate parent and family engagement programs and activities? How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?	The school will provide written and verbal communication in parents' native language of all activities, parent programs, meetings, and school reports so that parents will have a full understanding of all school events and activities. For example: written communication will be sent home in Creole', Spanish, and English. The school will provide parents with access to the school curriculum, quarterly midterm progress reports, quarterly report cards, emergency phone calls, written letters, agendas, scheduled conferences, and recorded monthly meetings of students and school progress. Information will be monitored by parent comments and signatures in student agendas and sign-in sheets at conferences. Communication for parent activities will be given through postings on the marquee display, connect Ed, flyers and Remind text messaging.
Program	Coordination
ELL	The Parent Leadership Council (PLC) meets quarterly with SAC, PTA, and Title 1. This involves the Bilingual parents in various activities and events inside the school. There is also ongoing communication and events for parents to participate in school events; connect orange messages in three languages: English, Spanish and Creole'.

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Professional Development	Title II provides schools with supplemental funds to support the professional development needs of staff related to parental involvement. Funds are used to support attendance at state and regional conferences and pay for consultants related to school- wide professional development.
VPK	VPK is designed to prepare the 4 - year olds for Kindergarten. Parents will be involved through monthly newsletters, flyers, and special invitations for programs, such as; Mother's Day and Christmas program.
McKinney-Vento (Homeless)	Parents that need Extended Day Care for their children and are not able to afford it may apply for a scholarship where they will receive help with a percentage of the cost. Homeless students are also provided with items: clothing, shoes, food and assistance with field trip cost
Title X	McKinney Vento Program provides support to our homeless students.

Annual Parent Meeting

<p>4. Does the plan include: A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program?</p> <p>A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?</p>	<p>A parent meeting was held during Teachers' preplanning week to discuss and agree on a specific day and time feasible for everyone of interest to ensure the availability of SAC and PTA Officers and members. An example of a flexible schedule is meeting on the second Thursday at 4 pm each month. The first annual meeting will take place on Thursday, September 12, 2019. Flyers will be sent home to inform parents of the Annual Parent Meeting one week before the date of the meeting. Posters were placed around the school where parents would presumably circulate in the mornings and afternoon for pick up and drop off of students. A display of information regarding the date and time of the event was placed on the marquee, lastly, a phone connect message was called to the phone numbers in the school rotary a week and a day in advance to remind parent of the Annual Parent Meeting.</p> <p>Meetings will take place in the Media Center on the second Thursday of each month at 4:00 pm. Child Care will be provided for those parents that express the desire.</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Flyers to parents	PFEP Coordinator	September 4, 2019	Flyer
Phone Connect	Principal	September 10, 2019	Connect Ed log
Marquee Display	PFEP Coordinator	September 2, 2019	Pictures
Presentation	PFEP Coordinator	September 10, 2019	Power point/ Handouts

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Conduct Meeting	PFEP Coordinator	September 12, 2019	Power point/ Handouts
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Flexible Parent Meetings

<p>5. Does the plan include: How will the school offer a flexible number of meetings, such as meeting in the morning or evening?</p> <p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>An example of a flexible schedule is meeting on the second Thursday at 4 pm each month. The first annual meeting will take place on Thursday September 12, 2019. Flyers were sent home to inform parents of the Annual Parent Meeting one week before the date of the meeting. Posters are placed around the school where parents would presumably circulate in the mornings and afternoon for pick up and drop off of students. A display of information regarding the date and time of the event will be placed on the marquee, lastly, a phone connect message will be called to the phone numbers in the school rotary a week and a day in advance to remind parent of the Annual Parent Meeting. Meeting will take place in the Media Center on the second Thursday of each month at 4 pm. Transportation and Child Care will be provided for parents as needed.</p>
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Building Capacity

<p>6. Does the plan include: How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families to work with their child(ren)?</p> <p>How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p>	<p>All PLC Parent Trainings, workshops, and materials will be provided monthly to help the parents stay abreast of the various learning skills given to the students: learning the use of the computer, I-ready, breakfast with a book, etc. Translators will be provided for parents and students in their first language. Child care will also be available if needed.</p>
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Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Meet the Administrative Team	Principal, Asst. Principal	Administrators will provide parents with school wide expectations of themselves, parents, students, teachers, and the community.	September 2019	Sign- In sheet, flyers, marquee, phone connect
Title 1 Pre-K/ VPK	Certified Pre-K Teacher and Certified Paraprofessional	Parents will engage in preparing their children for Kindergarten	Daily	Sign- In sheet, flyers, marquee, phone connect
Meet The Teacher	Faculty and Staff	Teachers will provide parents with a grade level newsletter that lists parent expectations, homework tips, and class room routines.	August 2019	Sign- In sheet, flyers, marquee, phone connect
Report Card Night	Faculty and Staff	Each quarter one week will be designated for parents to retrieve students report card	November 2019 March 2020	Sign- In sheet, flyers, marquee, phone connect
Stem Night	Math and Science Coach Curriculum Resource Teacher (CRT)	One night will be dedicated to parents to receive information about science vocabulary, experiments and problem solving. Parents can also broaden their math skills and learn the new age math.	March 2020	Sign- In sheet, flyers, marquee, phone connect
Curriculum Night	Reading Math, and Science Coaches	One night will be dedicated to parents to broaden their knowledge in the curriculum areas of reading, math, and science	January 2020	Sign- In sheet, flyers, marquee, phone connect

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Parent Workshops	PFEP Coordinator	Monthly workshops will be implemented toward parent needs such as how to access certain information or contact specific businesses for desired needs	Monthly	Sign- In sheet, flyers, marquee, phone connect, direct invite
Literacy Workshops	Reading Coach/ Title 1 Coordinator	Workshops will be implemented monthly to give additional assistance, materials, and resources	February 2020	Sign- In sheet, flyers, marquee, phone connect, direct invite
3-5th Grade FSA Night	3-5th Grade Teachers, Administration, Leadership Team	This night will allow parents to receive additional skills and strategies to help their child prepare for FSA	September 2019	Sign- In sheet, flyers, marquee, phone connect
K-2 Literacy Night	K-2nd Grade Teachers, Administration, and Coaches	This will provide the parents an opportunity to receive information about the various literacy activities	September 2019	Sign- In sheet, flyers, marquee, phone connect

Staff Development

7. Does the plan include: A description of 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 value and utility of contributions of parents/families?	Building ties between home and school. Increase student achievement/ parent and staff awareness by doing evaluations. Effective communication with staff and parents.
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- in how to reach out to, communicate with, and work with parents/families as equal partners? - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]?				
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Value of Parental Involvement	PI Coordinator	Improve the ability of communication with parents and staff	Monthly	Evaluation tool analysis
Implementation and coordination of Parental Involvement Program	PI Coordinator	Effective communication with staff and parents	Monthly	Minutes/ Agendas/ Evaluations
Building ties between home and school	PI Coordinator	Increase student achievement/ parent and staff awareness	Dec. – Feb.	Evaluations
Communicating and working with parents	PI Coordinator	Increase Positive communication with parents	Monthly	Agendas/ sign-in sheets/ evaluations

Other Activities

8. Does the plan include: How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?	The school will provide parents with access to the school curriculum, quarterly midterm progress reports, quarterly report cards, emergency phone calls, written letters, agendas, scheduled conferences, and recorded monthly meetings of students and school progress. Information will be monitored by parent comments and signatures in student agendas and sing-in sheets at conferences. Communication for Parent activities will be given through postings of the Marquee display, connect Ed, flyers and Remind text messaging.
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	The Parent Resource Center will provide parents with resources such as access to food banks, clothes, drives, and outside resources to encourage parents to participate in the education of their children.		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Food give away	Title I	Daily	Sign- In sheets
Clothing Closet	Title I	Daily	Sign-In sheets

Communication

<p>9. Does the plan include:</p> <p>How the school will provide timely information about the Title I programs?</p> <p>How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?</p> <p>How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)/</p> <p>How the school will submit parents/ families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p>	<p>Parents will be engaged in organized, ongoing, and timely manner planning to review and implement decision regarding parental engagement funds through District Title 1 meetings and workshops. Parental input will be recorded in the various meetings from the Secretary. All parents will be given the opportunity to vote for the parents who will assist in conducting the meetings for SAC, PTA, and PLC. All PLC, Parent Trainings, and workshops will be provided monthly to help the parents stay abreast of the various learning skills given to the students: learning the use of the computer, The ABC's to reading, I- Ready, Experimenting with science, etc.</p>
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Accessibility

<p>10. Does the plan include: A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> <p>A description of 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 can understand?</p>	<p>The school will provide written and verbal communication in parent's native language of all activities, parent programs, meetings, and school reports so that parents will have full understanding of any and all school events and activities. For example: written communication will be sent home in Creole', Spanish, Vietnamese, and English. Communication to parents in these languages through flyers, newsletters, connect Ed, and text message system class Dujo and emails.</p>
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Discretionary Activities

<p>11. Does the plan include: 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.)</p>	<p>Activities that are not required and will be paid for through Title I are activities that will ensure the probability of parent engagement: transportation for meetings, child care providers, and special activities related to parent/family engagement.</p>			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of	Administration	This will provide parents with additional tools, programs, and resources to better assist their child with student	August- June	Parents participated in the pre-planning in the development of training for teachers, principals, and

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that training {Section 1118 (e)(6)};		achievement in their current grades.		other educators to improve the effectiveness of training.
Providing necessary literacy training for parents from Title 1, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training	Administration	This will provide parents with additional tools, programs, and resources to better assist their child with student achievement in their current grades.	August-June	Parents participated in the pre- planning on Aug 2019 in the development of training for teachers, principals, and other educators to improve the effectiveness of training
Training parents to enhance the involvement of other parents	Administration	This will provide parents with additional tools, programs, and resources to better assist their child with student achievement in their current grades.	August-June	Parents participated in the pre- planning on Aug 2019 in the development of training for teachers, principals, and other educators to improve the effectiveness of training
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	Administration	This will provide parents with additional tools, programs, and resources to better assist their child with student achievement in their current grades.	August-June	Parents participated in the pre- planning on Aug, 2019 in the development of training for teachers, principals, and other educators to improve the effectiveness of training

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children, with parents who are unable to attend those conferences at school{Section 1118 (e) (10)};				
Adopting and implementing model approaches to improving parental involvement {Section 1118 (e)}	Administration	This will provide parents with additional tools, programs, and resources to better assist their child with student achievement in their current	August-June	Parents participated in the pre-planning on Aug 2019 in the development of training for teachers, principals, and other educators to improve the effectiveness of training

Barriers

12. Does the plan include: A description of the barriers that hindered participation by parents during the previous school year? A description of 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 [ESEA Section 1116]?	Transportation Language Time No shelter
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
	Pineloch will provide a change of the meeting place to accommodate parents.

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Language	Pineloch will provide translators for Spanish and Creole to assist with the language barrier during meetings.
Time	Pineloch will conduct Parent Meetings during the afternoon where parents have voted and are more apt to attend.

School-Parent Compact

13. Does the plan include: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement?	Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.
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Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by

This policy/plan was adopted by the school on and will be in effect for the period of.

The School will distribute this policy to all parents of participating Title I, Part A children on or before.

Signature of Authorized Personnel	
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Date	

Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- ☐ Parent survey of previous year's events and activities
- ☐ Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- ☐ Parent Feedback Summary of PFEP Evaluation
- ☐ Parent and Family Engagement Activities Tracking Form