



Parent and Family Engagement Plan 2019-2020

Garner Elementary

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.

School's vision for engaging families:

Strive to build relationships to create real family engagement for every child, every family, every teacher, every day. Studies show that the more parents are involved in the education of their child, the more academically successful that child will be.

What is Required:

Assurances: We will:

- ☒ Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
- ☒ Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
- ☒ Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
- ☒ Involve parents in the planning, review, and improvement of the Title I program.
- ☒ Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement, and describes how parents and teachers will communicate.
- ☒ Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- ☒ Provide materials and training to help parents support their child's learning at home.
- ☒ Provide staff development to educate teachers and other school staff, including school leaders, on how to engage families effectively.
- ☒ Coordinate with other federal and state programs, including preschool programs.
- ☒ Provide information in a format and language parents can understand, and offer information in other languages as feasible.
- ☒ Include the School and District Parent and Family Engagement Plans on our school website and in the Parent Engagement Notebook in the front office.

Principal: _____

22 Bis

Date: _____

8/9/19



Parent and Family Engagement Plan 2019-2020 (School Name)

EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents and families in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of parents.

	Date of meeting to gather parent input.	How were parents invited to give input?	Describe the method in which parents were involved.	What evidence do you have to document parent/family participation?
School Improvement Plan (SIP)	September 12th	Through flyers, newsletters, and the school website	They are invited to give input at the SAC meeting. Parents are welcome to make corrections and give feedback as they would like.	Sign in sheets
Parent and Family Engagement Plan (PFEP)	September 12th	Through flyers, newsletters, and the school website	Parents are given the PFEP and asked to make corrections on it as they would like.	Sign in sheets
School-Home Compact	September 12th	Through flyers, newsletters, and the school website	Parents are given the compact and asked to make corrections on it as they would like.	Sign in sheets
Title I Budget	September 12th	Through flyers, newsletters, and the school website	At the meeting parents are given a list of the budget and what has been purchased. They are welcome to give feedback in writing on what they think needs to be purchased for the school.	Sign in sheets
Parent & Family Engagement Allocation	September 12th	Through flyers, newsletters, and the school website	At the meeting parents are given a list of the parent and family allocations. They are welcome to give feedback in writing on what they think needs to be purchased for the school.	Sign in sheets

**Elementary schools are required to hold at least one face to face conference in which the compact is discussed with parents. A conference agenda and parent signed copy of the compact should be submitted to Title I Crate as evidence.*

** Evidence of the input gathered and how it was/will be used should be available on Title I Crate.*

2. Hold an annual meeting for families to explain the Title I program and the rights of parents and families to be involved.

Tentative date & time(s) of meeting	September 12th
How are parents and families notified of the meeting?	Flyers sent home, Labels in students agendas, Meeting posted on our schools webstie and facebook page
What information is provided at the meeting?	The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation and agenda that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved and Upcoming Parent Engagement Events. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, and information on the school's curriculum.
How are parents and families informed of their rights?	Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the "Parents Right To Know" letter on their school website and in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.
What barriers will you address to encourage parents/families to attend?	Translators, written materials provided in Spanish, English and creole, meals, flexible times for meetings, parents may bring child if they do not have child care
How will you get feedback from parents and families about the meeting?	Surveys and interviews with families
How do parents and families who are not able to attend receive information from the meeting?	All information will be posted on the schools website



Parent and Family Engagement Plan 2019-2020 (School Name)

3. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents and families in more fully participating in the education of their children and/or to help support learning at home.

Title IX-Homeless	The HEARTH program provides support for identified homeless students. Title I will provide support to the program and other activities implemented by the HEARTH program.
Migrant	Provide materials in the native language. Work in the migrant department. Provide workshops in native languages.
Preschool Programs	TTI works with the preschool program on campus. The parents receive invitations to school programs. Preschool provides workshops to the parents. Preschool teachers meet with parents and discuss areas of strengths and weaknesses.
Title III-ESOL	The school has an ESOL para and teacher. Information is provided to the school in Native languages. The school works with the ESOL department to get materials and services to parents.
SAC	Parents, school staff, and community members are encouraged to join. All parents are invited to attend. Everyone is notified of meetings through flyers, newsletters, and emails. Parents are welcome to speak at meetings even if they are not members.
PTO/PTA	All parents are welcome to join. All parents are invited to attend meetings. Parents are notified of meetings through flyers and newsletters. Parents are welcome to speak at meetings if they are not a member.
Community Agencies/Business Partners	Church, boys and girls club, YMCA, daycare, and community centers. Members of the community are encouraged to participate in events at the school.

4. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school.	Teachers will communicate with parents through agendas, and Wednesday folders. Newsletters and flyers are sent home. Updates are posted on the school website
Describe how you 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 who is out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.
Explain how parents and families are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Annual parent meetings
Describe how your school provides information to parents and families in their native language. What languages do you provide?	Flyers are provided in English, Spanish, and Creole. Translators are provided as needed. Power points are provided in multiple languages.
How are the needs of parents and families with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Access to events is provided to families with disabilities.
Describe the opportunities parents and families have to participate in their child's education.	Garner offers multiple opportunities for parents to take an active role in th child's education, including but not limited to parent conferences, curriculum nights, family events, and our an

5. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent and family engagement in increasing student achievement. Explain your plan for this school year.

Topic/Title	How does this help staff build school/parent relationships?	Format for Implementation: workshop, book study, presenter, etc.	Who is the audience?	Tentative Date/Time
Effective parent conferencing	Staff will gain an insight on how to communicate with parents effectively. They will learn what is important information to share with parents regarding their child's academics and performance in the classroom.	Presenter	Staff	



Parent and Family Engagement Plan 2019-2020 (School Name)

6. Provide assistance, training, workshops, events, and/or meetings for parents and families to help them understand the education system, curriculum, standards, state assessments and achievement levels.
- Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy to read format.

Building Capacity of Parents and Families							
<u>Topic</u>	<u>Title</u>	<u>How will this impact Student Achievement?</u>	<u>Tentative Date/Time</u> Are they flexible?	<u>Transportation</u>	<u>Refreshments</u>	<u>Childcare</u>	<u>Translation</u> <u>How will this support learning at home?</u>
Curriculum Areas	Winter reading wonderland	Parents and students will enjoy an evening of reading fun. They will learn	December 12th		✓		✓ Parents will be given ideas of stories that they can read at home. They will
State Assessments & Achievement Levels	Testing parent involvement night	Parents will be provided test taking strategies to assist at home. They will be given information on the again Students will be able to gain additional practice to prepare for the FSA.	February 13th				✓ Parents will have the resources they need to assist their child with preparing for state assessments.
Technology, Parent Portal							
Transition (Kdg, MS, HS)	Kindergarten round up	Students will be given materials to practice and prepare for kindergarten.	April 23rd		✓		✓ Students take the materials home to practice with their parents and get th
College & Career							
Graduation Requirements & Scholarships							
Conferences	Parent conference report card nights	Parents will have an opportunity to meet with their child's teacher. Teach	October 3rd ,January 23rd		✓		✓ Parents will be given resources and ideas of how to support their child in th

How will workshops/events be evaluated?	Surveys will be given after every event to determine what the parents enjoyed and what they think could have been done better.
How will the needs of parents and families be assessed to plan future events?	A question will be added to the event survey addressing how the school could better assist families.
What are the barriers for parents and families to attend workshops/events and how do you overcome these?	Translators, Written material provided in multiple languages, meals, disabled access, times meetings are offered, parents may bring children if child care is a barrier
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Meetings and events are held through out the day in order for parents to be able to attend.
How do parents and families who are not able to attend building capacity events receive information from the meetings?	The power point and other information will be provided on the schools website.

**These events should be included on the Evaluation of Parent Engagement Activities to Build Capacity.*