

## 2019-2020 Title I, Part A Parental and Family Engagement Plan

### Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the 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.
- The school will 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.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.



Signature of Principal or Designee

7-24-19

Date Signed

**School Name:** Poinciana Academy of Fine Arts (PAFA)

### Mission Statement (Optional)

PAFA will inspire ALL learners to reach their highest potential as responsible, productive citizens.

### Parental and Family Engagement Mission Statement (Optional)

As a school community, foster and grow positive relationships with students, staff and families.

How the parent and family engagement plan is a shared responsibility? (Optional)

The school community and families meet during the monthly SAC meetings to plan family engagement activities with a shared vision to ensure all stakeholders are meaningfully engaged throughout the school year.

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

Will plan meaningful family engagement events to train parents on how to support their student academically.

### Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and REMIND. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

### Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

The school will provide reasonable support for parent involvement activities, including those which are requested by parents, by doing the following: School Leadership Team members will document requests by keeping records such as phone logs and copies of notes/emails. SAC/PTO meetings will provide an opportunity to ask parents to help decide on future parent involvement events, such as Title I nights. Parents will be notified as to how money is being spent and is invited on the planning/organizing of all upcoming parent involvement events.

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.

## Annual Parent Meeting

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.

For the Annual Parent meeting, multiple days and times are chosen to allow parents the opportunity to participate in the meeting at a time that fits their specific needs. A flier is sent home one week in advance and then again two days in advance to ensure that all parents are informed in a timely manner about the meeting. The custodian puts the meeting announcement on the marquee a week before to inform parents that come to the school campus. On the day of the meeting, the Title I coordinator will present the PowerPoint to the parents. Parents will be invited to ask questions during the presentation to ensure their understanding of the presentation. There will also be a discussion after the presentation.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Title I coordinator	August	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Principal, Title I coordinator, school secretary, custodian	August	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Title I coordinator	August	Collection of sign-in sheets
4.	Compile documents	Title I coordinator	September	Scan documents upload to LEA monitoring site

## Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

How will the school provide, with Title I funds, transportations, childcare or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

Separate childcare is not provided. We have a variety of events where parents and children learn alongside each other. In the event of an activity that parents need to be focused to learn and participate, age appropriate activities are provided for students during those events.

### Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

The school provides all fliers in English and Spanish to parents for events and meetings to occur. Fliers are provided for parents to access academic resources such as Classlink. Each parent must have at least one parent/teacher conference to discuss students' academic progress. The ESOL department will provide meetings to all parents that have ESOL children enrolled to provide additional resources to support the language barrier.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	STEM Family Night	Math/Science Coach, Leadership team	Children and parents will participate in hands on STEM activities that reinforce required academic skills.	TBD	Sign-in sheets, fliers, meeting notes, agenda
2.	Math Night	Math/Science Coach, Leadership Team	Children and parents will participate in math games and activities that reinforce math standards allowing parents to be able to help their children at home.	November	Sign-in sheets, fliers, meeting notes, agenda
3.	Arts Integration Night	Leadership team, Arts Team	Children and parents will participate in activities that reinforce how to use the arts to enhance the core academic subjects.	March	Sign-in sheets, fliers, meeting notes, agenda
4.	Literacy Night	Reading Coach, Leadership Team	Children and their parents will participate in literacy activities that will increase reading scores and reading levels for all grade levels.	January	Sign-in sheets, fliers, meeting notes, agenda
5.					

## Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Cultural Sensitivity	ESOL compliance	Provide framework for developing cultural awareness to help the culture gap.	August	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	5 Levels of Parent Involvement	Admin/Title I coordinator	Provide information about the 5 levels of parent involvement and parent's rights.	October	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.	Introduction to Proficiency Scales	Literacy Coach	Provide teachers with resources to help teachers create proficiency skills to guide instruction	August	sign-in sheets, minutes, agenda
4.	Thinking Maps	ESOL compliance	Provide teachers with tools to help students process their learning	September	sign-in sheets, minutes, agenda
5.					

## Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

The school is holding multiple events that will allow for parent involvement related directly to core subjects. The Family Science/STEM night will allow parents and students an opportunity to learn about various science standards to enhance science knowledge. The Arts Integration Night will allow parents an opportunity to see and experience activities that will show how PAFA integrates the arts into literacy, math, and science to provide a well-rounded curriculum. The Family Literacy Night will allow for application of literacy standards through hands-on activities. Parents will also learn strategies to encourage reading at home with their child. Math Family Night will allow for parents to learn ways to incorporate games and activities utilizing math standards to reinforce academics.

## Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.

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?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

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)?

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers via email. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

A Title I survey is sent home to parents in order to get feedback on curriculum, testing, barriers, etc. All surveys are collected and evaluated. Results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

## Accessibility

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

We use a marquee system in the front of the school to communicate important dates and events. We also utilize flyers, student agendas, and posters to advertise about family engagement activities as well as social media avenues (website, Twitter, and Facebook). Our school has an outdial system called School Messenger that is used to contact parents in regard to emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

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?

There is school wide parent communication with the use of handbooks, announcements, meetings, and activities which are provided in English and Spanish. All Title I events and meetings are held in either the the school cafeteria or the media center. Each of these locations are wheel chair accessible from both school parking lots on the PAFA campus. Agendas are given to each student to help promote and support parent communication.

## Discretionary (Optional)

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.)

(Optional)

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.					
2.					
3.					
4.					
5.					

## Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

The parents expressed that there were a couple of barriers that hindered them from participation in school activities. The largest barriers were stated to be: Work schedule, time constraints, transportation, and childcare.

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?)

During the Title I annual parent meeting we provide all parents with the PowerPoint in English, as well as a paper copy in Spanish. This helps any parents who may have a language barrier. We also have a translator available to answer any questions they may have or to give us any input they may have. During our building events, we have volunteers that speak Spanish to assist or explain the activities for the parents who need that to be able to participate. For the time constraints, we make sure to schedule our events on different days of the week and certain events are offered at varying times of the day. For parents who are struggling with their work schedule, we offer different nights of the week. We will provide a calendar of projected events at the beginning of each semester to allow parents to plan for the event in advance.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	Give information to teachers and they will send out an email to all parents with the information provided for those who cannot make the event.
2.	Language Barrier	Provide fliers in Spanish and provide translators as needed.
3.	Child Care	If events require full parental involvement, age appropriate activities are provided.
4.		
5.		