



Parent and Family Engagement Plan 2019-2020

Socrum 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:

The purpose of the Parent and Family Engagement Program is to promote a strong school-home connection in order to ensure not only the academic success of all students, but their personal success as well. Socrum Elementary strives to build positive relationships to create real family engagement for every child, every family, every teacher, every day. It is our mission to provide a warm and welcoming environment for everyone so that Socrum families are a part of their child(ren)'s learning. "Learning for all, whatever it takes!"

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. 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 Signature: _____

E. Smith

Date: _____

8/20/19

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EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents 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 2019	Newsletter, website, flyer, marquee, reminders in student agendas	Parents will be asked to provide input via a survey or in person.	Written documents, meeting minutes and survey results.
Parent and Family Engagement Plan (PFEP)	September 2019	Newsletter, website, flyer, marquee, reminders in student agendas	Parents will be asked to provide input via a survey or in person.	Written documents, meeting minutes and survey results.
School-Home Compact	September 2019	Newsletter, website, flyer, marquee, reminders in student agendas	Parents will be asked to provide input via a survey or in person.	Written documents, meeting minutes and survey results.
Title I Budget	September 2019	Newsletter, website, flyer, marquee, reminders in student agendas	Parents will be asked to provide input via a survey or in person.	Written documents, meeting minutes and survey results.
Parent & Family Engagement Allocation	September 2019	Newsletter, website, flyer, marquee, reminders in student agendas	Parents will be asked to provide input via a survey or in person.	Written documents, meeting minutes and survey results.

**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 to be involved.

Tentative date & time(s) of meeting	September 2019
How are parents notified of the meeting?	The event will be on our school calendar, which will be in student agendas, in the front office, and posted online—on Facebook and the school website. A flyer will be sent home with students before the event to remind families of the date and time. Students will also receive a reminder label in their agenda the day prior to the event.
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 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?	To address the language barrier, an ESOL para will be available to provide translation. To address the childcare barrier, parents will be welcome to bring their children. To address the meeting being at dinner time, a meal will be provided for those that attend.
How will you get feedback from parents about the meeting?	Every parent who attends the meeting will be asked to complete a short evaluation of the meeting at the conclusion of the event.
How do parents who are not able to attend receive information from the meeting?	The Annual Meeting will be held in the evening and for parents who cannot attend, there will be a morning session the following day.



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

Title IV-Homeless	The hearth program, funded through Title X provides support for identified homeless students, Title I provides support for this program, and many activities implemented by Hearth program are carried out in cooperation with Migrant Education Program (MEP) funded through Title I, Part C.
Migrant	Migrant students enrolled at Socrum Elementary will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP teacher advocates, assigned to schools with high percentages of migrant students, monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home-School liaisons identify and recruit migrant students and their families for the program.
Preschool Programs	Resources are provided to the program to assist in the transition of students from Pre-Kindergarten to Kindergarten. Teachers of Pre-K programs participate in professional learning opportunities offered to school staff, and they are involved in Professional Learning Community activities with Kindergarten teachers. Additionally, Headstart is located on campus. Parents of Pre-Kindergarten and Headstart programs are invited to attend the family engagement events.
Title III-ESOL	The school offers ESOL qualified students the opportunity to work with an ESOL para for academic support.
SAC	Socrum Elementary establishes a School Advisory Committee at the beginning of the school year. The Committee is elected through the voting process.
PTO/PTA	Socrum Elementary has a PTO/PTA that are approved volunteers. They support the school community at family events and during the school day.
Community Agencies/Business Partners	Socrum Elementary utilizes community agencies from the surrounding area to support student activities during the school day and family events outside of the school day. They work to encourage family and community involvement.

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.	Socrum Elementary provides monthly parent newsletters for all parents. In addition, all parents are invited to parent involvement events and school programs through flyers, agenda reminders, Ed-Connect calls, and the school marquee.
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 are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Parents are informed about curriculum, assessments, and achievement levels throughout the school year in a variety of ways: monthly newsletter, family nights, parent conferences, the school website, and the PIN notebook
Describe how your school provides information to parents in their native language. What languages do you provide?	Socrum Elementary sends home notifications in English, Spanish, and Haitian Creole
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Parents are surveyed after each event. They are asked what events they would like to see and how we can improved upon the current events.
Describe the opportunities parents have to participate in their child's education.	Socrum Elementary welcomes parents to volunteer with the school as an approved Polk County School Board volunteer. In addition, all parents are encouraged to participate in the parent involvement through joining PTO, SAC, the parent involvement team, and give their input through surveys and evaluations.

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 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
Parent Communication	Engage in the sharing of research-based ideas that aid in the strengthening of the school-home connection.	PLC provided by school-based coaches	all staff	Fall 2019
Parent Conferences	Outline the requirements for parent conferences and share best practices.	PLC provided by school-based coaches	all staff	Fall2019



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6. Provide assistance, training, workshops, events, and/or meetings for parents 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							
Topic	Title	How will this impact Student Achievement?	Tentative Date/Time Are they flexible?	Transportation	Refreshments	Childcare	Translation
Curriculum Areas	Annual Meeting	Information will help families to understand the content students are learning and how to help them at home.	September 2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Assessments & Achievement Levels	Annual Meeting	Information will help families understand the test(s) the student will take and how to help them at home.	September 2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Technology, Parent Portal	Orientation and Annual Meeting	Information and guidance on accessing Parent Portal and various applications used in the classroom and accessible at home.	August 2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Transition (Kdg, MS, HS)	Kindergarten Round-up Middle School Transitions	Information will give families some tools to help their student make a smooth transition into school or between schools.	April 2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
College & Career	Family Nights	Information will give families some tools to help their student make a smooth transition into school or between schools.	Fall 2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Graduation Requirements & Scholarships		Not applicable		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conferences	Parent Teacher Conferences	Information will help families incorporate literacy at home.	Ongoing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

How will workshops/events be evaluated?	Parents are asked to fill out an evaluation of the event. They give feedback so that we can improve upon our events and create new ones based on interest.
How will the needs of parents be assessed to plan future events?	Parents are surveyed after each event. They are asked what events they would like to see and how we can improved upon the current events.
What are the barriers for parents to attend workshops/events and how do you overcome these?	To address the language barrier, an ESOL para will be available to provide translation. To address the childcare barrier, parents will be welcome to bring their children. To address the meeting being at dinner time, a meal will be provided for those that attend.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Every evening event that is offered has a make-up session the following morning.
How do parents who are not able to attend building capacity events receive information from the meetings?	Every evening event that is offered has a make-up session the following morning and information posted on the school website.

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