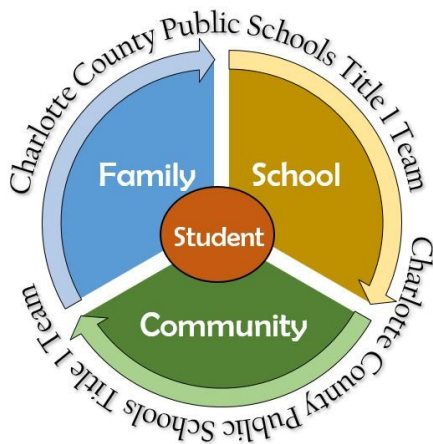


School Improvement and Parent & Family Engagement Plans

2019-2020

Deep Creek Elementary



INSTRUCTIONS

1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.
3. Upload to Google Doc [May 31, 2019](#).
4. Complete the SIP section (found at the end) when your school SIP is completed. (There is always an exception, isn't there?)

Evaluation of 2018-2019 School Year PFEP

BUILDING CAPACITY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Literacy/Math/STEM Nights	3	250 (inc. Parents)	Encouraging a love for math and coaching parents on math strategies.
Parent & Family Engagement Training	4	65	Relaying information to parents to help increase student achievement.
Student Led Conferences	1	1950 (inc. parents)	Students share data with family members to increase achievement
School Newsletter	9	All Parents	Provide information to increase parent engagement to increase student achievement.t
Pre-K Home Visits	2 x's per year	40	Parent engagement to increase student achievement.

Family Reading and Resource Center	33	2994	Parents learn ways to encourage and support their children's reading achievement at home through weekly visits to the FRC where children can borrow books and receive a "keeper book" to build their at home library.
Watch D.O.G.S	1	218	Increase family engagement to increase student achievement.
Kindergarten Orientation	1	360	Increase family engagement to increase student achievement.
Glo Run Family Event	1	396	Increase family engagement to increase student achievement.
"My Grand and Me" Student/Adult Dance	1	388	Increase family engagement to increase student achievement.
Cubs & Copperfish	4	210	Increase family engagement within the community to increase student achievement.
DFPG 5K Run	1	36	Increase family engagement within the community to increase student achievement.

STAFF FAMILY ENGAGEMENT TRAINING SUMMARY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Hooked on Family Engagement	1	4	Strengthening parents and staff dedication to family engagement. It will increase excitement in students while we encourage them to work with their families to meet learning goals.
PFET Training Day	1	4	Met to review Parent Survey, examine previous year's PEFP plan and determine methods to improve family engagement to increase students achievement
Title I ParaLiason/AFA Monthly PLC	7	1	Share/collaborate with other AFAs methods that have worked to increase family engagement at each school. Also stay up to date with Title 1 requirements
Faculty Learning Meetings	biweekly	50	Share information, policies, instructional techniques with staff
Data Team Meeting -Three times annually	3	50	Increase student achievement and provide data for

			family engagement
Thinking Maps Faculty Memos	8	50	Provide information and strategies that promote student achievement
Kagan Faculty Learning Meetings	2	50	Provide information and strategies that promote student achievement
Child Talk	Monthly	50	Provide information and strategies that promote student achievement

2018-2019

REVIEW

SCHOOL IMPROVEMENT PLAN GOAL

GOALS: 18-19 SIP	OUTCOMES & IMPACT ON STUDENT ACHIEVEMENT
The Deep Creek School family will build relationships amongst all stakeholders then provide rigorous and relevant instruction to meet the needs of all students.	



DEEP CREEK ELEMENTARY: OUR DEFINITION OF FAMILY ENGAGEMENT

How does your school define Family Engagement?

DCES believes Family Engagement is a collaboration between student's home families and school families to interact in ways that will strengthen their relationships on both fronts in order to help them achieve academic success.

FAMILY ENGAGEMENT MISSION STATEMENT

- ☐ The parent and family engagement plan is a shared responsibility.
- ☐ The parent and family engagement will assist in providing high quality instruction for all learners.

We will engage all families in both social and academic ways with activities before, during and after school including weekends to increase student achievement. We strive to promote leadership among members of our school community.



INVOLVEMENT OF PARENTS

- ☐ The school will involve the parents and families in 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.

Evidence of: involving parents and families in planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used.

DCES sent out an email to all stakeholders to create a PFEP team including a parent, teacher and administration member, community members and the Title 1 AFA. Parents completed surveys and our parent team members offered suggestions as to how we could spend our funds when the SIP plan is voted upon during SAC meetings. We will send out flyers, FB posts, and phone calls to invite families to share ideas and information.

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

- ☐ The school will coordinate and integrate parent and family engagement programs and activities.
- ☐ The school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Program	Coordination
Title I	Family Reading Experience
Head Start/VPK	Pre-K instruction
Title I	Literacy/Science/Math/History Fair/STEM Nights
Title I	SAC Meetings & Student Led Conferences
Head Start/VPK	Kindergarten Round up and Orientation
Title IX	Social workers working with families through the homeless coalition
Title I	Teddy Bear Picnic



ANNUAL PARENT MEETING (this is NO LONGER just Open House) and COMMUNICATION

- ☐ The school will provide timely information about the Title I programs.
- ☐ 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.
- ☐ Description and explanation of
 - ☐ Curriculum used at the school
 - ☐ Forms of academic assessment used to measure student progress
 - ☐ Achievement levels of the Florida State Standards
- ☐ Description of the nature of the Title I program that is shared with parents.
- ☐ Description of how the meeting will cover school choice, and the rights of parents at the annual meeting.
- ☐ If parents request, 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).
- ☐ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 1116]
- ☐ Could be grade level meetings, SIP meetings, SAC meetings

Activity/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
Activity/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
Parent Connect Phone Call announcing the Annual Title I Meeting (English & Spanish)	Principal, Assistant Principal	August 2019	Log of Phone Calls
Marquee notice two weeks prior to school meeting.	Assistant Principal	July-August 2019	Sign In Sheets

Title I Annual Meeting	Principal, Assistant Principal, Staff, Translators	August 2019	Parent Sign In Sheets, Agenda, Family Evaluation
Postcard mailed to every student/parent.	Principal	August 2019	Sign In Sheets
Notes of meeting for families unable to attend and new families.	Principal, Assistant Principal, Staff, Translators	Throughout the 2019-2020 school year	Typed minutes and date shared, agenda, sign in minutes.
School Website	Teacher/Webmaster	August 2019	
Social Media Purpose Statement: Deep Creek's Social Media purpose is to inform, increase family involvement, and promote student success	Principal Assistant Principal Lead Teacher School Counselor AFA Principal's Secretary	2019 - 2020 School Year	Facebook Twitter
School Newsletter: Will include parent communication on curriculum resources, common assessments, and FSA Achievement Level descriptors.	Principal, Assistant Principal, Lead Teacher, Newsletter Coordinator	2019-2020 School Year	Digital Newsletters
Parent/Teacher Conferences, MTSS Meetings, Regularly occurring PTO and SAC meetings, Student Led Conferences to allow parents an opportunity to formulate suggestions and participate in decision making.	Principals, Assistant Principal, Teachers, Guidance and School Psychologist	2019-2020 School Year	Completed conference forms and meeting notes
Events will provide families with a survey at the close of designated school events for comments.	AFA, Principal and Assistant Principal	2019-2020 School Year	Completed survey forms.

--	--	--	--

FLEXIBLE PARENT MEETINGS

- ☐ How the school offers a flexible number of meetings, such as meetings in the morning or evening.
- ☐ How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]

*Family Reading Center is open to families weekly on Wednesday 7:00-8:20.
 *FSA Parent Information Workshop is held annually, one morning and one evening.
 *Monthly SAC meetings (evenings).
 *Dad Take Your Child to School Day (morning).
 *Student Led Conferences - one morning and one evening event.
 *Variety of Family Workshops offered at various times
 *Home Visits to Pre-K families by Pre-K staff at flexible times by appointment.
 *Students recognition awards programs (mornings)
 *Music programs morning and evening throughout the year.
 *Parent/Teacher Conferences at flexible times by appointment.
 *Glo Run Family Event (evening)
 *Volunteer Breakfast (morning)
 *Title I Annual Meeting (evening)
 *Cubs and Copperfish (4 Saturday mornings)
 *DFPG 5K Run (Weekend Event)
 *Stacks with Santa (Weekend Event)

BUILDING PARENT AND FAMILY CAPACITY for 2019-2020

- ☐ The school will implement activities that will build the capacity for meaningful parent/family engagement.
- ☐ The school will implement activities that will build relationships with the community to improve student achievement.

- ☐ The school will provide materials and trainings to assist parents/families to work with their child(ren).
- ☐ The school will provide other reasonable support for parent/family engagement activities.

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Math/STEM Nights	Lead Teacher, Title I Para/AFA	Enhancing standards based curriculum.	Quarterly, SY 2019-2020	Parent Surveys, Sign In Sheets, Parent Evaluations.
Parent & Family Engagement Training	Title I Resource	Development of academic goals and strategies.	March 2020	Parent Engagement Action Plan
Student Led Conferences	Grade Level Instructional Leaders	Parent Engagement to increase student achievement.	SY 2019-2020	Parent Sign in Sheets, Parent Evaluation
School Newsletter	Principal	Parent engagement to increase student achievement.	SY 2019-2020	Parent Survey
Pre-K Home Visits	Pre-K Teacher and Assistant	Increase achievement	Ongoing	Teacher Log/Conference Forms
Family Reading and Resource Center	Title I Para/AFA	Parent engagement to increase student achievement.	SY 2019-2020	Parent Sign In Sheets and School Survey
Dads take your child to school day	Assistant Principal	Parent engagement to increase student achievement.	SY 2019-2020	Sign In Sheets, Parent Evaluations

Kindergarten Orientation	Principal, Assistant Principal, AFA /Para, Kindergarten Team	Parent engagement to increase student achievement.	May 2020	Invitations, Agenda/Sign In Sheets, Parent Evaluations
Glo Run Family Event	Assistant Principal, PTO	Parent engagement to increase student achievement.	March 2020	Sign In Sheets
“My Grand and Me” Student/Adult Dance	Principal, PFET, Title I Para/AFA	Parent engagement to increase student achievement.	February 2020	Sign In Sheets
Cubs and Copperfish	AFA	Parent engagement to increase student achievement.	One per Quarter	Sign in Sheets and Surveys
DFIG 5K	AFA	Parent engagement to increase student achievement.	February 2020	Sign in Sheet and Surveys
Saturday Stacks with Santa	AFA	Parent engagement to increase student achievement.	Nov./Dec 2019	Sign in Sheets
Game Night	AFA	Parent engagement to increase student achievement.	TBD	Sign in sheets
Book Fair/	Jackie Riddell		October 10-17	Sign in sheets

Family Literacy Night	/Kathleen Skavroneck			
-----------------------	----------------------	--	--	--

BUILDING STAFF DEVELOPMENT for PARENT & FAMILY ENGAGEMENT

- ☐ Describe the STAFF development activities the school will provide to SUPPORT the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in the value and utility of contributions of parents/families. [ESEA Section 1116]
- ☐ Describe the STAFF development activities the school will provide to SUPPORT the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in how to reach out to, communicate with, and work with parents/families as equal partners. [ESEA Section 1116]
- ☐ Describe the STAFF 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 parent/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
PFET Training Day	Principal, Title I Para/AFA	Increase parent engagement to increase student achievement.	March 2019	Sign In Sheets, Parent Survey
Title I ParaLiason/AF A Monthly PLC	Renee Wiley, Title I Liaison	Increase parent engagement to increase student achievement.	SY 2019-2020	Agenda and Sign In Sheets
Faculty Learning Meetings	Principal	Providing information and strategies to increase	SY 2019-2020	Agenda and Sign In Sheets

		student achievement.		
Data Team Meeting -Three times annually	Marie Brown, Lead Teacher	Providing information and strategies to increase student achievement.	SY 2019-2020	Agenda, Sign In Sheets, Student Data
Thinking Map Memos	Holly Watson	Providing information and strategies to increase student achievement.	SY 2019-2020	Agenda, Sign In Sheets.
Kagan Faculty Learning Meetings	Marie Brown, Lead Teacher	Providing information and strategies to increase student achievement.	SY 2019-2020	Agenda, Sign In Sheets
Child Talk	Core Team as case managers, teachers	Providing information and strategies to increase student achievement.	SY 2019-2020	Notes
Hooked on Family Engagement Conference	Title I Para/AFA, Parents	Providing information and strategies to increase student achievement.	October 2019	Sign In Sheets, Parent Survey



FAMILY SURVEY (Replacing the Action Plan)

Using your school survey results, choose a question from each topic listed below to address this coming school year.

Family Efficacy

TOPIC: How confident are you in your ability to support your child's learning at home?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
Host Cub Talks	AFA/ Media Specialist	Google sign up Doc & Topic List	One per Quarter	FB Views and family feedback
Record & Place SAC Presentation Videos online (when possible)	James Vernon	Set up equipment	One per month(if possible)	Family Feedback

Learning Behaviors

TOPIC: How often does your child read for fun?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
Cub Summer Storytime	AFA/ Jackie Riddell	Schedule and book list	Weekly	FB Views and Family Feedback
Free Lending Library	AFA	Refill Lending Libraries @DCES and in the community.	Weekly	Family Feedback
Cubs and Copperfish	AFA	Schedule Dates	1 per Quarter	Surveys

School Climate

TOPIC: How much does the school value the diversity of children's backgrounds?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
Recognize different days throughout the year.	AFA	Make a calendar of special "holiday" days	Five days throughout the year.	Family Feedback
Adding diverse literature to the school library and FRC	Media Specialist/AFA	Reading lists and purchase of new books	Have the new section ready for August 2019	Family and Student feedback

OTHER ACTIVITIES

- ❑ 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]

*New families checklist and video on school website to welcome new families. School Tours lead by Title I Para/AFA, Lead Teacher and Student Leaders.

*Title I Family Resource Center is open weekly coordinated by the Title I Para/AFA.

*Student Led Conferences Data/Days semi annually coordinated by the Grade Level I Instructional Leaders.

*Curriculum Nights/Math, Science, Literacy, STEM organized and facilitated by teacher Leaders for subject area during the school year.

*School website links to resources for parents/students ongoing facilitated by school Webmaster.

* Dads take your Child to Work Day. program to increase male role models on campus,

coordinated by Assistant Principal.

*Parent Institute Website link ongoing and facilitated by CCPS.

*Family Engagement Conference for Staff and DCES Parents.

COMMUNICATION

- ☐ The school will provide timely information about the Title I programs.
- ☐ 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.
- ☐ If parents request, 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).
- ☐ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 1116]

*Title I Annual Meeting 8/2019 families will receive required information on Title I and opportunities for parenting, learning at home, volunteering and decision making available during SY 2019-2020

*School website

*Grade level standards and state assessment link on our school website and distributed at grade level meetings.

*Quarterly PFET meetings.

*Parent Survey data report utilized to plan meetings.

*Unsatisfactory comments from parents will be submitted to the Title I office.

*iReady Progress reports sent three times annually.

*Link to new Florida Standards assessments on the DCES website.

*PFET (Parent, Family Engagement Team)

*School Advisory Committee

*Informational Guide/Calendar sent home with the youngest child in every family.

*Documentation will be maintained in the Title I Monitoring CRATE.

ACCESSIBILITY

- ☐ Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- ☐ Describe 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.

“to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.” [ESEA Section 1116]

*Translation will be available as is practical and needed provided by school and District staff.

*Parent Guide and School Calendar provided to each family in English and Spanish and available on the District and school websites.

*Use TransAct website to produce informational letters in various languages.

*For parents who are unable to attend the school events due to disability/ies, school Information will be located on school website, teacher website, through teacher Contact, phone calls and sent home hard copy form.

*New families receive a Title I Parent Guide and Title I Brochure.

*Documentation is maintained Title I Monitoring CRATE.

DISCRETIONARY ACTIVITIES (optional)

- ☐ Any activities that are not required, but will be paid through Title I, Part A Funding (for example, home visits, transportation for meetings, activities related to parent/family engagement. etc.)

Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
Pizza & Police 5th Grade only	Promote male involvement in our school.	Kathleen Skavroneck/ Fallyn Hoffart	Increase male involvement to increase student achievement.	
Student/My Grand and Me Dance	To increase family involvement in our school.	James Vernon, Principal, Title I Para/AFA	Promote volunteers in school to increase student achievement.	
Family Fun Glo Run	To increase family involvement in the school.	Principal, Title I Para/AFA, PFET Team.		

BARRIERS

- ☐ Describe the barriers that hindered participation by parents during the previous school year.
- ☐ Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are economically

disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background, or are parents /families of migratory children).

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
Scheduling Conflicts	Continue to offer flexible times for events. Including weekends.	Principal, School Calendar Committee	2019-2020
Scheduling Conflicts for working parents.	Provide opportunities for parents to volunteer for activities that can be done at home.	Classroom Teachers, PTO	2019-2020

2019-2020

SCHOOL IMPROVEMENT PLAN GOALS

GOALS (anticipated in your 19-20 SIP)	How will this goal be communicated to families?	How will families support this goal?
The Deep Creek School family will build relationships amongst all stakeholders then provide rigorous and relevant instruction to meet the needs of all students.	At various parent meetings such as Title 1 night and Open House. Also, we will include it in award ceremony speeches and various literature throughout the year. SIP will be reviewed and suggestions will be gathered from ALL participants, Parent considered then presented and voted upon at a SAC Meeting next year.	By building positive relationships with their child's teacher and other staff members around campus. By attending functions related to their child's interest and needs.

PARENT & FAMILY ENGAGEMENT PLAN

ASSURANCES

- ☐ The parents of Title I students are involved in decisions about how Title I funds are spent.
- ☐ A description of how your school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA.
- ☐ The plan was jointly developed/ revised with parent and made available to the local community.
- ☐ The parents and families are involved in planning, reviewing and improving the schoolwide program.
- ☐ How the plan uses the findings of the parent and family engagement plan to review 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 has been taught for four or more consecutive weeks, by a teacher who is assigned out of field.
- ☐ The school will provide each family with an individualized student report about the performance of their child(ren) on State assessments. [ESEA section 1116]

THIS PAGE WILL BE AVAILABLE TO PRINCIPALS TO SIGN IN CRATE.

Principal's Signature

Date Signed