

**Miramar Elementary School
School-Level Parent and Family Engagement Plan
2019-2020**

Mission Statement

Challenging and preparing Our Students – We believe and have high expectations that all students will achieve at or above grade level. We ensure that all students will learn by providing them the best educational opportunity possible in a safe, stimulating, and supportive learning environment. We believe a partnership must exist between our school, parents, and the community.

Miramar Elementary school provides many opportunities for parents to be involved in activities that support our school. We believe our school takes on the responsibility of providing the needed framework for parents to reinforce their child's instruction at home. We provide materials that parents can successfully use at home to reinforce the academic success of their child. We provide an atmosphere where parent's opinions matter and where they are asked to assist with problem solving. We encourage our parents to be apart of our decision making process, where their input is valued.

Involvement of Parents

***Miramar Elementary School** will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].*

All parents are invited and encouraged to become active members of our School Advisory Council (SAC). At SAC meetings parents will be provided with Title I information, regarding the process for free and reduced lunch, amongst our school's Title I allocation. Parents will be encouraged and allowed to provide their input in the development of all Title I activities related to our school. An evaluation will be conducted using Title I surveys that will be completed by parents, students, and staff. The results of those surveys will be analyzed to evaluate the effectiveness of our school's parent involvement program. Based upon these results changes will be made as needed, (if they are broken we fix them) things that are going well for our students and school will be maintained.

Coordination and Integration

***Miramar Elementary School** will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].*

Count	Program	Coordination
1	Head Start	Head Start pre-kindergarten teachers will conduct at least two home-visits and hold parent meetings to discuss academic progress and specific learning needs of students.

		Head start students will then get to adjust to a kindergarten setting towards the end of each school year, to prepare them. Head start student will receive written materials regarding Head Start and Miramar Elementary Family Literacy Nights.
2	(IDEA) Individuals with Disabilities Act	Supplemental support will be provided by our school and will be discussed with parents during the development of any students IEP.
3	VPK	The school will work with the VPK office to make transitioning into kindergarten easier for parents and students. Parent meetings will then be held as requested.
4	Parent Resource Center	Miramar Elementary will establish one near the front office. Also, Miramar Elementary will have all title one resources available for viewing on the schools website. All parent involvement activities and initiatives are designed to provide training, resources and academic support for students from pre-k through 5 th grade. Parents with students at each grade level (pre-k through 5 th grade) will be recruited to participate in decision making/planning during SAC, PTA and Title One meetings so as to provide equal support, service and resources to all students.

Annual Parent Meeting

Miramar Elementary School will take the following actions to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (school wide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Public Meeting Flyer	Title I, Liaison	3 rd or 4 th week in August	Title One: Parent Engagement https://www.browardschools.com/Page/37523 US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement
2	School Open House	Administration Instructional Staff Support Staff Title I Liaison	3 rd week in August	Source: Nurturing Positive Relationships with Parents https://www.advanc-ed.org/source/nurturing-positive-relationships-parents Title One: Parent Engagement https://www.browardschools.com/Page/37523 US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement

3	Announcements (Parent link and school marquee)	Office Manager Head Custodian	2 nd week of September	Title One: Parent Engagement https://www.browardschools.com/Page/37523 US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement
4	Annual Public Title I Meeting	Administration Instructional Staff Support Staff Title I Liaison	Beginning of the school year (end of September).	Title One: Parent Engagement https://www.browardschools.com/Page/37523 US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement

Flexible Parent Meetings

Miramar Elementary School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Miramar Elementary will schedule meetings to be held during the evening to meet the need of our student population. If meetings in the morning will accommodate our parents, those will be held. Our school will hold an orientation for our head start and incoming kindergarten students. We will provide an open house for parents of all grade levels, where they will learn about what being a Title I school entails and all about our participation in the Title I program. Parents will be encouraged to review and revise the Title I plan if necessary. Teachers will hold two or more conferences individually with parents in person and/or via telephone of children in their classrooms. During these conferences, parents will be provided with information of how their child is progressing within the classroom, what materials are used for instruction, grading and procedures policy, and if interventions are being used to help that child reach achievement goals, an explanation will be provided. Parents will be provided with materials and directions of how they can reinforce instruction at home. Our school will provide a workshop each year where statewide assessment systems, standards, and other accountability measures are discussed. Our school holds several parent literacy nights (for all grade levels) where childcare is provided.

Building Capacity

Miramar Elementary School will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)].

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
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1	Pre-Kindergarten Literacy Instruction/ Head Start Literacy Event	Administration Curriculum Specialist Head-start Teachers	Parents will be provided with grade level instructional strategies they can use at home.	1 st Quarter	ASCD http://www.ascd.org/whole-child.aspx US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement
2	Reading and Mathematics Instruction Parent Event	Administration Primary and Intermediate (K-5) Level Teachers Support Staff	Parents will attend a make and take workshop that will incorporate strategies to help reinforce and improve reading, writing, and mathematical skills at home.	2 nd Quarter	ASCD http://www.ascd.org/whole-child.aspx US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement
3	Barnes and Nobel Literacy Event	Administration PreK-5 Level Teachers Support Staff	Parents and students will attend a literacy night at Barnes and Nobel to build a partnership between school, home, and community. Activities will include literacy development and encourage a love for reading.	3 rd Quarter	ASCD http://www.ascd.org/whole-child.aspx US Department of Education: Parent and Community Engagement https://www.ed.gov/family-and-community-engagement

Staff Training

Miramar Elementary School will offer the following training to staff (teachers, pupil services personnel, principals, and other staff) in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

Count	Content/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	How to establish community partnerships	Administration Title I Liaison	To get the community and its partners involved in supporting our	September	National Center for Safe and Supportive Learning Environments Family-School-Community Partnership http://www.fcschoolpartnership.org/

			school.		assistance/education-level/early-learning/family-school-community-partnership US Department of Education: Parent and Community Engagemer https://www.ed.gov/family-and-community-engagement
2	How to communicate and work effectively with parents (Teachers and the school)	Administration Classroom Teachers Title I Liaison	Improve the ability of how staff members communicate and work with their student's parents.	October	Source: Nurturing Positive Relationships with Parents https://www.advanced.org/source/nurturing-positive-relationships-parents US Department of Education: Parent and Community Engagemer https://www.ed.gov/family-and-community-engagement
3	How to continue and maintain parent relationships each year (teachers & parents)	Administration Classroom Teachers Title I Liaison	Improve the ability to continue working effectively with parents.	November	Source: Nurturing Positive Relationships with Parents https://www.advanced.org/source/nurturing-positive-relationships-parents US Department of Education: Parent and Community Engagemer https://www.ed.gov/family-and-community-engagement
4	Diversity within the school	Administration Presenter Classroom Teachers	Provide additional information to staff members to increase their awareness of the different cultures of the students enrolled in school.	December	Source: A Culturally Competent Citizenry for the 21 st Century https://www.advanced.org/source/cultural-competent-citizenry-21st-century US Department of Education: Parent and Community Engagemer https://www.ed.gov/family-and-community-engagement

Other Activities

Miramar Elementary School will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

Miramar Elementary will:

- ** Establish a Title I Parent Resource Board in the front office to inform parents of services available to them.
- ** Maintain the school website to keep all stake holders updated with the latest school information.
- ** Encourage teachers and/or teams to have websites that inform parents of specific rules, procedures, assignments and daily information.
- ** Invite the Title I Mobile Unit to provide added resources to students and parents.

**** Conduct Barnes and Noble Literacy Nights to inform parents and provide interactive literacy activities that will enhance staff, student, and parent relationships.**

Communication

Miramar Elementary School will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];

- ***Timely information about the Title I programs [Section 1118(c)(4)(A)];***
- ***Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];***
- ***If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and***
- ***If the school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].***

Miramar Elementary School will provide information about Title I programs in a timely manner. This information will be provided using different methods of communication, (parent link, newsletters, meetings, school website) etc.

During Miramar's open house, information about Title I programs, Grade Level Expectations, Rules and procedures, and different forms of academic assessments will be shared with all parents. Through individual conferences at any time throughout the school year parents will receive additional requested information. All classroom teachers will discuss and explain in detail about the school's curriculum, Florida State Standards, and ways to measure student academic and social progress.

During the Title I Public Meeting, the Title I Liaison and administrators will provide more information about Title I programs and other opportunities for parental involvement. At this time all parents will be provided with the opportunity to have their questions answered to make sure they understand all aspects of Title I. Parents who qualify will be notified of school choice options, free and reduced lunch, and Supplemental Educational Services (SES) tutoring. FSA, Broward Standards Assessment, and additional assessment data will be shared amongst individual parent-teacher conferences. School information and data will be provided through the school newsletter and school website for reference.

Accessibility

Miramar Elementary School will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)]

as requested to meet the needs of our parent population. It will be provided in English, Spanish, and Haitian Creole. Parents will be notified that the plan is available through the school's newsletter, website, and it will be available in the front office of our school. Translators will be available at parent meetings, workshops, and conferences when needed. We will provide translated copies, in Spanish,

Haitian-Creole, Portuguese, and English, of printed materials, i.e., school and Title I Newsletter, Title I Brochure, Family Literacy Night, School/District Handbook, and Progress Reports.

Update outside marquee and Parent Involvement Bulletin Board (located next to the front office) with information of upcoming Title I Events and Literacy Nights. When necessary, staff members will conduct in-school conferences or telephone conferences between teachers or other educators who work directly with participating children to maximize parent involvement.

Update the school's website with current information which parents can access. This information will outline upcoming events and areas that parents can get involved in school-based activities.

School-Parent Compact

As a component of the school-level parent involvement 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 [Section 1118(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 04/10/2019 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 29, 2019.

Signature of Principal

Sac Chairperson

4/10/19
Date

4/10/19
Date