



Title I, Part A: Parent and Family Engagement Plan

School: Jay Elementary

I, Kelly Short, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by the appropriate state and federal staff. I further certify that all expenditures will be obligated only as appropriate to this project and will not be used for matching funds on this or any special project where prohibited.

Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

Kelly Short
Signature of Principal or Designee

9/13/19
Date signed

Mission Statement

Parental Involvement Mission Statement

Response:

As an extension of home, family and the community, the mission of Jay Elementary is to provide an integrated educational program as we seek continual improvement in student performance and increased participation and support from all of our stakeholders. In doing so, our goal is to maximize the personal and academic success of all students so that they become viable, valuable and productive citizens.

Engagement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely matter in the planning, review, and improvement of Title I programs including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

Response:

Jay Elementary School will include students (as appropriate), parents, school faculty, and community members as partners in planning, governance, and advocacy. We will encourage participation of all stakeholders. Parents and guardians will participate in decisions that relate to and affect their child's education.

We will support this commitment by:

1. Conduct an annual meeting for parents. All parents will be invited and encouraged to attend. During this meeting, we will focus on explaining the requirements of Title I Program, the right of parents to be involved, Parent Compact, SPAR, Parent Involvement Plan, School Grade/AYP, and our School Climate Survey.
2. Offer a flexible number of meetings to accommodate the varying schedules of parents. Child care may be provided if applicable.
3. Establish a parent involvement advisory committee (School Advisory Council) that includes faculty, staff, parents, business members, and community members. All parents are encouraged to attend/observe meetings. The Council is reflective of our school diversity. The School Advisory Council will provide input for our school, assess the effectiveness of the Parent Involvement Program, and make recommendations for positive changes regarding parent involvement. The Council shall serve in an advisory capacity to the school principal, to assist in the development of the educational program, and in the preparation and evaluation of the School Improvement Plan required pursuant to Section 230.23 (18), Florida Statutes.

Coordination and Integration

Describe how the 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, Home Instruction Programs for Preschool Youngsters, Voluntary Pre-Kindergarten, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA Section 1116]

Response:

Pre-K to Kindergarten Transition:

The Head Start Program provides parents with transition activities. Receiving kindergarten schools are provided with student information.

Title I:

Jay Elementary school will coordinate and integrate Title I Parent Involvement Programs through a joint effort of the School Leadership Team and the School Advisory Council. The Leadership Team and other school committees will be responsible for scheduling, facilitating, and monitoring parent involvement activities that teach parents how to help their children at home.

Parent Conferences:

Teachers and other staff members will conference with parents as needed to assist parents in helping their children at home with school related activities and academics.

Social Media:

School (including classroom, Media Center and PTO pages) will utilize our school Facebook page to effectively communicate information, tips and strategies that can assist and encourage parent involvement at home.

School/District Webpage:

School will keep and up to date school webpage, that also links directly to the district webpage so parents have access to school and district information.

Literacy Team:

Our literacy team will plan and coordinate activities that foster parent involvement throughout the year.

Annual Parent Meeting:

Describe 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, the nature of the program, and a description of how the meeting will cover adequate yearly progress (AYP), SCHOOL choice, and the rights of parents.

Response:

Activity/Tasks:	Person Responsible:	Timeline:	Evidence of Effectiveness:
Annual Title I Meeting	Principal	September	Parent Survey and Parent Compact
School Marquee	Sue White	2 weeks prior	Sign in sheets
Classroom Newsletters	Classroom Teachers	1 week prior	Sign in sheets
Connect-Ed callouts	Short/ Floyd/White	2 days prior	Sign in sheets
School Facebook Page	Amanda deGraaf	2 days prior	Sign in sheets
Remind App	Classroom teachers	1 week/1 day prior	Sign in sheets

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how the school will provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent and family engagement [Section 1116]

Response:

Jay Elementary has specifically named and planned for specific parent involvement events to be completed throughout the school year. Parents and guardians will be invited to attend these events including: The Annual Title One Meeting/Open House, parent conferences, and various academically based parent involvement events to include E3, and Literacy. During some of these events, we will provide meals or light snacks to the participating families. Activities to engage children of all ages will be provided at all of the events. We have made an effort to schedule events at various times throughout the day, as well as evenings during the school year to provide families multiple opportunities to participate. We also encourage communication via Skype, Facetime, and/or phone conferences for parents who cannot meet face to face. Apps such as Class Dojo and Remind also provide opportunities to communicate with parents.

Building Capacity

Describe how the school will implement activities building the capacity for meaningful parent/family involvement, relationships with the community to improve student achievement, materials and trainings to assist parents/families to work with their children, and any other reasonable support for parent/family engagement activities [ESEA Section 1116]

Response:

Type of Activity:	Person Responsible:	Correlation to Student Achievement:	Time-line:	Evidence of Effectiveness:
E3 Expo	Teachers & Admin	Enrichment, career readiness, to EXCITE, ENGAGE, and allow our students to EXPERIENCE various pathways while engaging in soft skills	Sept.-March	Sign-in Sheets & Surveys
Donuts for Grownups/ Book Fair	Literacy Committee	Parent involvement to positively promote literacy	September	Sign-in Sheets
Standards Night & Parents Conferences	Grade Level Teams	to introduce parents to expectations for their child's specific grade	1st Quarter	Sign-In Sheets
Battle of the Books	Literacy Team	to increase parent involvement	April	Sign-In Sheets
Pi Night	Teachers	to increase parent involvement	March	Sign-In Sheets
Annual Title I Parent Meeting	Admin	to increase parent involvement	September	Sign-In Sheets
Tropicana Speech Competition	4th-6th grade teachers	to increase parent involvement	March-May	Sign-In Sheets
Music Program and Performances	Kristie White	to increase parent involvement	Ongoing	Sign-In Sheets
School Advisory Council Meetings	Kelly Short	Continuous School Improvement and input from SAC	Ongoing	Sign-In Sheets

Staff Training

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and staff with the assistance of parents/families in:

1. The value and utility of contributions of parents/families;
2. How to reach out to, communicate with, and work with parents/families as equal partners;
3. Implementing and coordinating parent/family programs and in building ties between parents/families and the school. [ESEA Section 1116]

Response:

Beginning of the Year Faculty and Staff Meeting/Training- Mrs. Short lead with expectations for the year; Where we were, are and where we are going. Goal setting towards increased student achievement- August 2019-May 2020

McKinney Vento Training by Desha Lashley to increase positive communication between teachers and families of homeless students to increase learning gains for at risk students. November 2019- June 2020

Grade Levels had meetings with their parent groups to review grade level standards, routines, procedures, and opportunities on how they can be involved.

Quarterly SAC and PTO meetings that provide parents with a voice in the school culture and choices for their students.

Communication

Describe how the school will:

1. provide timely information about the Title I programs;
2. 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;
3. if requested by parents provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren);
4. submit parents/families' comments if the schoolwide plan is not satisfactory to them. [ESSEA Section 1116]

Response:

Jay Elementary School will use various communication tools to contact parents and families with school information in a timely manner. These tools include: the Connect Ed parent notification phone and email system, daily student planners, weekly teacher newsletters, use of JES Facebook page, Remind app, digital marquee, and an up-to-date school website.

Accessibility

Describe how the school will:

1. provide full opportunities for participation in parent/family engagement activities for all parents/families;
2. share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format and in languages the parents can understand.

Response:

Jay Elementary School shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school report in the parents' native language. An emphasis will be made to communicate effectively with those parents who have limited proficiency in English or literacy challenges. To meet this commitment, our school will provide information on school and district policies, regulations, programs, opportunities for collaboration, regular student progress reports, and parent-teacher conferences throughout the year using communication tools including the Connect-Ed parent notification phone and email system, daily student planners, weekly teacher newsletters, use of road-side Marquee Sign, up-to-date school website, JES Facebook Page, as well as our ESOL/ELL teacher. Jay Elementary will work with the ESOL/ELL teacher and district department to ensure communication with students' families is appropriate and understandable. Arrangements will be made as needed to accommodate any need related to physical accessibility.

Barriers

Describe the barriers that hindered parent participation in the previous school year. What steps will the school take during the upcoming school year to overcome the barriers (with attention paid to families who are disabled, have limited English proficiency, and parents/families of migratory children. [ESEA Section 116]

Response:

Rural Location/ lack of transportation- We plan to offer parent involvement activities at different times and include virtual opportunities