

FY20 Title I Schoolwide Plan - Village Academy (2811) Parent Family Engagement Plan Summary

18-19 Parent Trainings

Enter your Parent and Family Engagement mission statement below. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parental involvement program;
- Be written in parent friendly language;
- Inspire stakeholders to be involved and supportive of the program; and

Mission Statement
<p>The Parent & Family Engagement Mission of Village Academy is to enhance parental involvement and increase the resources for parents in order to empower families to support their children's academic endeavors through providing parent trainings, workshops and initiatives throughout the school year and beyond.</p>

18-19 Staff Trainings

Using your parent training reflections, parent evaluations, and the Title I Family Engagement Survey results, evaluate how the parent and family trainings provided during the 2019-2020 school year built the capacity of families to help their children learn at home.

Parent Capacity Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
FSA Night- Families will receive training on how to use Khan Academy, iReady, Library Services; CPALMS as a resource; Receive additional information on FSA Testing and Test Taking Tips/Strategies	33	The parents were attentive regarding the information they received on FSA test items, how to prepare for the test and what reporting categories and content their child will be tested on. Parents also had a refresher on ho to use Khan Academy to help supplement	Based on the evaluations from the event parents were appreciative of the variety and quantify of the information. Parents also wrote that they wanted more of a "Focus more on students; more training in math, reading & writing", they also liked the demonstration of	As a result of the training parents were able to navigate District resources such as Khan Academy & CPALMS. Parents were also reminded of the practice students should be getting through the use of iReady and Reading Plus. Parents were able to take notes on the Item Types and Sample FSA practice problems.

Parent Capacity Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
STEM Night- The SFSCA provided 20 tables of science ,technology, and math based inquiry activities for parents to participate with their children. The intent is to involve parents in science based activities to promote participation in learning science and technology.	44	Our STEM Night had an added event this year, which was the Discovery Dome which was a planetarium. Parents were able to participate in the planetarium lesson with their child(ren). The event also had two additional activities designed by Village Academy's STEM club, the	The event was much improved in attendance and activities from the previous year. Regarding improvements ,we could invite the SECME team to have a station where they show students how to build mousetrap cars and where they can test their prototypes as they prepare	As a result of this training the culture of STEM at Village Academy has strengthened significantly and we are now finding ways to have students showcase their work, accomplishments and discoveries through this event.

Parent Capacity Training 3

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were parents able to do as a result of the training? What was the impact on student achievement?
Summer Slide Night- Parents will receive laptops and navigate the Summer Learning District website in order to learn how to access resources available to them such as: Summer Reading lists, District Learning Tools, Tumble books, iReady Access, Summer Reading Contest. There will be a question and answer session at the end of the program and parents will then receive their refreshments.	30	The training went well in all aspects. The parents gave verbal feedback that they found using the laptop to locate materials was helpful and that they were excited to have the opportunity to receive books for K-2 students.	The date of the event will be moved to the first week of May rather than later in May. The number of events during the last two weeks of school may detract from the number of parents that can attend multiple events.	As a result of the training. Parents were able to learn how to locate valuable summer resources from the District's Summer Learning website that they can use to create an at home reading regimen over the summer.

Involvement of Stakeholders

Using your staff training evaluations and feedback to teachers on implementation of strategies taught in staff trainings, evaluate how the staff trainings provided during the 2019-2020 school year educated faculty and staff on the value of engaging families and on strategies designed to equip families to support learning at home.

Staff Training 1

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?
Staff Training for Parental Involvement #1: Staff members will discuss strategies to increase parental engagement and improve parent relationships.	45	Teachers had an opportunity to share with one another regarding the improvements in student parent relationships and what action steps and action steps and procedures they put in place for families that contributed to that growth.	The improvements that could be made to the training would be to have a small folder for each teacher with copies documents they can use with families such as: letters of praise, invitations, notes of thanks, notes of noticed improvements.	As a result of the training teachers were able to create lists of positive actions and steps they can take to build positive communications with parents.

Staff Training 2

Name and Brief Description	Number of Participants	What went well?	What improvements could be made to make the training more effective?	What were teachers able to do as a result of the training? What was the impact on family engagement?

Staff Training for Parental Involvement #2: Parent Conferencing using data reports	45	Teachers were able to see a model conference or parent data chat and review the reports to reference and show parents in a conference regarding grades and academic progress. Teachers saw how to involve parents in goal setting for students.	Something additional to include next time would be taking the parent through their view of the SIS Gateway Portal and showing them where to find academic history and how to navigate SIS to stay informed on academic developments.	As a result of the training teachers were able to expand their knowledge of how to involve parents in the setting of academic goals, creating more buy in to the process and importance of having data chats.
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19-20 Staff Trainings

Describe how the school will engage stakeholders in the planning, review and implementation of Title I programs. Include decisions regarding how funds for parent and family engagement will be used.

Brief Narrative

List the name and title for each group member responsible for the development of the Parent and Family Engagement Plan and School- Parent Compact.
<div>LaToya Dixon- Principal (oversee)</div> <div>Tamica Williams- Assistant Principal</div> <div>Traci Powell- Parent Liaison</div> <div>Brenda Civitello- Single School Culture Coordinator</div> <div>Mark Sauer- Community Member</div>
What are the procedures for selecting members of the group?
Some key personnel selected to be in the PFEP group have a key role in school-wide curriculum implementation, monitoring and parental involvement. Other members selected were invited to volunteer. The community member is the founder of Delray Students First and the parent representative is a long standing SAC member who has a high level of participation across school events. Parents and community members will be invited to participate through a One Voice call out, invitation flyers, school website with students. Regarding the School Advisory Council, the
How will input from stakeholders be documented?
The input from stakeholders will documented in a variety of ways such as: minutes from meetings, parent training surveys, informal meetings, anecdotal notes from conversations, notes from informal conversations, etc.... The feedback will be kept for communication records in a binder managed by the Social Services Facilitator.
How will stakeholders be involved in developing the plan?
Stakeholders will offer their input during the Parent and Family Engagement Plan meeting and in SAC meetings. During the meeting parents will be presented with the titles, descriptions and prior year's attendance for each of the main events identified in our PFEP and parents will also be made aware of the other supporting events that take place throughout the year. Parents will have the opportunity to provide feedback regarding the PFEP events/trainings and are asked for input and changes OR to continue the same events for the next school year. Additionally, in our PFEP
How will Title I parent and family engagement funds be used?
The Title I (PFE) Parent and Family Engagement Funds will be used to pay for supplies, food/refreshments that will be provided to school families during parent trainings. Parents received the opportunity to provide input regarding how the funds should be spent during the meeting and were given examples of acceptable ways to spend the funds. Parents in attendance expressed that they current ways the funds were being spent were acceptable to them.

Annual Meeting

Describe the professional development trainings you will provide to build the capacity of teachers and other support personnel to effectively reach out to, communicate with, and work with families as equal partners in order to improve student achievement. Evidences include agendas, sign-ins, presentations or handouts, clear expectations for teachers, teacher feedback, administration's analysis of teacher feedback.

Staff Training 1

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?
Staff Training #1-Parent Engagement	Staff Training for Parental Involvement #1: Staff members will discuss strategies to increase parental engagement and improve parent relationships.	September	Tamica Williams Kisa Permenter Latoya Dixon Lyndon Clemons	As a result of the training teachers will be able to create lists of positive actions and steps they can take to build positive communications with parents and will view sample engagement activities.

Staff Training 2

Name	Brief Description	Month of Training	Responsible Person(s)	What will teachers be able to do as a result of the training? What is the anticipated impact on family engagement?

Staff Training #2-Parent Conferencing	Staff Training for Parental Involvement #2: Parent Conferencing using data reports	November	Tamica Williams Kisa Permenter Latoya Dixon Lyndon Clemons	As a result of the training teachers will be able to expand their knowledge of how to involve parents in the setting of academic goals, reviewing academic progress & creating more buy in to the process and importance of having data chats.
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19-20 Parent Trainings

Families are invited to attend the Title I Annual Meeting to learn about the school's Title I programs and requirements. Describe the tasks the school will take to conduct an effective Annual Meeting. The meeting should be designed to inform parents about:

1. What it means to be a Title I School;
2. The school's Title I School-wide Plan;
3. Parent and Family Engagement (plan), including the School-Parent Compact;
4. Special Programs such as Migrant Education and McKinney Vento;
5. Parent's Right to Know; and
6. Other opportunities for parents.

Brief Narrative
What is the date and time of the Annual Meeting?
The date of the Title 1 Annual Meeting is 10/15/19 at 6:30 pm
How will you notify teachers, parents and community of the Annual Meeting? Be specific (via school websites, marquee, call-out, newsletter, invitation, etc.)
Notice will be posted on the school marquee, School Messenger page, invitation sent home with students, notice given at prior SAC Meeting and a call-out will take place.
What resources do you plan to prepare for stakeholders?
Village Academy's Title I School-wide Plan; Parent and Family Engagement (plan), including the School-Parent Compact; Information on Special programs such as Migrant Education and McKinney Vento; Provide Parents' Right to Know; and Other opportunities for parents such as calendar of parent involvement activities
What materials/supplies are needed for the Annual Meeting?
Sign in Sheets, copies of handouts, video, pens, pencils, folders, sticky notes. Child care will be provided by teacher volunteers.
How do you plan to reflect on the effectiveness of the Annual Meeting?
A review of the Title I parent training surveys collected at the end of the meeting will guide a discussion and debriefing regarding the meeting.

Coordination and Integration

Describe the trainings you will offer families that will build their capacity to support learning at home to improve student academic achievement. Trainings must focus on skills that families can use to extend learning at home, support students in meeting challenging state standards, and monitor their child's academic progress. Evidences include the invitation, agenda, sign-in sheets, presentations, handouts, evidence of parent and family interaction, evaluations, and analysis of parent feedback.

*Be sure to indicate if refreshments will be purchased and list dollar amount. For example: Refreshments (\$175.00).

Parent and Family Training #1 (First Trimester/Semester)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials
FSA Night- Families will receive training on how to use Khan Academy, iReady, Library	The training will include aspects of the use of iReady, Reading Plus, FSA Sample problems and test taking strategies to support parents in preparing their children for the FSA.	As a result of the training parents will be able to navigate District resources such as Khan Academy & CPALMS. Parents will also be trained on the use of iReady and Reading Plus. Parents will be able to take notes on the Item Types and Sample FSA practice problems.	Thursday 2-6-2020	Brenda Civitello Tamica Williams Kisa Permenter Lyndon Clemons LaToya Dixon	\$100 for Refreshments, supplies, notebooks etc..

Parent and Family Training #2 (First Trimester/Semester)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials
STEAM Night- The SFSCA will provide 20 tables of science, technology, and math based	Our STEAM Night will include, 20 activity tables, the Discovery Dome, a Slime Station & STEM activity tables. planetarium. Parents will participate in the learning the science behind all the activities. The event will have two activities designed by Village Academy's STEM club, the "Slime Station" and the "Bottle top Race Car" station. STEM club students will organize and instruct	As a result of this training the culture of STEAM at Village Academy will be strengthened significantly and we are will find more ways to have students showcase their work, accomplishments and discoveries through events such as this. Parents will be able to recreate some of the activities to practice the inquiry process with their children and students will be more engaged in STEAM learning and have a growing interest in taking STEAM courses.	Tuesday 10-30-2019	Brenda Civitello Tamica Williams Kisa Permenter Lyndon Clemons LaToya Dixon	\$100 for Refreshments, supplies, notebooks etc..

Parent and Family Training #3 (First Trimester/Semester)

Name	Brief Description of Training (Include the Hands-On Component of the Training)	What will parents be able to do as a result of this training? What is the anticipated impact on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials

<p>Summer Slide Night- Parents will receive laptops and navigate the Summer Learning District</p>	<p>Summer Slide Night will be a training offered to parents where they will learn how to navigate the District's Summer Learning website, iReady and other reading resources in order to create a Summer reading plan for their child(ren).</p>	<p>As a result of participating in this training parents will be trained on how to access District resources and community resources to create a Summer reading plan/learning plan for their child(ren). The negative effects of the Summer Slide on maintaining student achievement levels will be significantly reduced</p>	<p>Thursday 5-14-2020</p>	<p>Brenda Civitello Tamica Williams Kisa Permenter Lyndon Clemons LaToya Dixon</p>	<p>\$100 for Refreshments, supplies, notebooks etc..</p>
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Communication

Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities by identifying the three (3) most relevant agencies/organizations that tremendously **support your school's parent and family engagement goal** (for example: Literacy Coalition, Multicultural Department, ESE Department, Migrant Education, Publix, Boynton Beach Fire Department).

Partnership 1

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Take Stock in Children	Take Stock in Children has partnered with Village Academy to sponsor Village Academy students each year. Those students will be provided with a 2 or 4 year scholarship to any Florida Public University. Take Stock Students also receive tutoring and many other academic and social support services. Take Stock in Children invites parents to participate in parent meetings, provide parent notifications regarding scholarships, and they provide invitations to The Stride for Education event. Strides for education is a fundraising race in the spring where parents can run/walk with their students. Parents are responsible for supporting and encouraging their child's academic success by 1) developing positive	Take Stock Signing event (scholarship acceptance by students and parents) and participation throughout the year in various activities by students. Photos and tutorial records also available.	As Needed

Partnership 2

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
The Achievement Center	The Achievement Centers for Delray Beach provides support in the areas of adult education, after school programs, family strengthening. The Achievement Center is a nonprofit social services agency, which provides affordable quality care to families. The programs are designed to meet a child's academic, social, emotional and physical needs. Achievement Centers offers toddler, preschool, afterschool, teen, adult and family programs. The ACCF offers Parent Connect: Monthly parent meeting/workshops (at all of our sites) in collaboration with the Family Strengthening department and Families First clinicians on various subjects. Parent Advisory Council: Caregivers from all of our programs have the	Village Academy hosts the Achievement Center on site (2 offices) and offers the largest after school program in Delray Beach. Evidence of this is in the partnership agreement.	As Needed

Partnership 3

Name of Agency	Brief Description of how Agency/Organization Supports Families	Documentation	Frequency
Literacy Coalition-	The Literacy Coalition provides services to parents and the adult community. The program teaches adults the English they need to obtain a family-sustaining job and helps their elementary school age children improve their reading skills. The group that meets is called the Village Readers. Village Readers provides tutoring to parents and students. 80% of Parents that received tutoring demonstrated growth on their English language assessment and 75% of the students that participated demonstrated growth in reading. Visit Village Readers for Palm Beach County Literacy Coalition for more information.	There is a partnership agreement between the Literacy Coalition and Village Academy. There are also photos and other documentation of the participation of Village families.	As Needed

Accessibility





After reflecting on your 2019-2020 Title I Family Engagement Survey results, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information. Evidences include agendas, sign-in sheets, minutes, evaluations, school websites screenshots, newsletters, translated letters, marquee photos, emails, text print-outs, phone call-out transmissions/scripts, and social media snapshots.

Key Points of Communication	
Describe how school will provide families with timely information about the Title I programs. Consider Title I programs such as tutoring, mentoring.	How will the school document that the information was shared?
The Title I Annual Meeting will be held where parents/families will receive information regarding what it means to be a Title 1 School, what Title I Funds are used to pay for at Village and why it is important to use Title I funds to provide training to families so they may help students reach their full socio-academic potential. The information will be shared through sending home a flyer, using One Voice for a call out and text message, announcements, the school marquee and the dates will be posted on our website. (Information will be shared in all appropriate languages).	The information will be documented through minutes that will be recorded by the SAC secretary, Chair or Social Services Facilitator. We will also take pictures and post them on Twitter.
Describe how school will inform parents about the curriculum, forms of assessments used to measure student progress, and proficiency levels students are expected to meet.	How will the school document that the information was shared?
In order to inform parents about the curriculum the following will be done at Village Academy: Principal will share data patterns, trends and academic goals with school families during SAC & other events as appropriate FSA Night will be held to share information regarding the tests and requirements Breakout sessions during other scheduled events (Literacy Night, STEM Night, Math Night) where parents will receive instruction on strategies that can be used to support their child(ren). Throughout the year call outs will be	The information will be documented through agendas, flyers, minutes, presentations, conference notes and photographs/videos. Regarding events, we will post to Twitter and post on our school's website.
Describe how school will inform parents about opportunities to participate in decision making relating to the education of their children.	How will the school document that the information was shared?
During the School Advisory Council meetings parents and the school community will receive information regarding the time/topic/location of meetings where they will be provided the opportunity for input, feedback and discussion. Parents will also receive information on SEQ surveys and any school designed surveys via traditional communication methods noted here and also via links on the school's webpage. (Information will be shared in all appropriate languages).	The minutes from meetings will be recorded and kept on file along with other documentation such as agendas, sign-in sheets, minutes and handouts from the meetings.
Describe how the school will offer flexible time for meetings, training, activities, and events to remove barriers for attendance (i.e. childcare, transportation, home visits, etc).	How will the school document that the information was shared?
Village Academy will offer meetings on various days of the week and will offer childcare for 1 of the 3 Parent Trainings as the others account for the participation of children. Child care will be provided for SAC meetings as well when requested and a parent sign in sheet for any childcare will be used. Home visits will continue to be conducted by guidance as needed and will be documented with a District conference form. (Information will be shared in all appropriate languages).	Any child care, transportation or home visits will be documented by sign in sheets and noted in the minutes or on the agendas provided for each event. Other parent meetings will be documented on Conference Notes and placed in the child's file.

Other Activities

It is important to address barriers that hinder families' participation in activities. After considering your 2017-2018 Title I Family Engagement Survey results and information gathered at your parent input meetings, describe how you ensure parents and families in the special categories below are able to fully participate in school meetings, trainings, activities, and events. Evidences may include translated letters, agendas, sign-in sheets, flyers, child care rosters, transportation logs, CLF/sign language facilitator timesheets, and parent evaluations.

*Keep in mind, this section describes **support provided to families** so they may participate in family engagement activities.

Brief Narrative	
Accommodations for parents and families with limited English proficiency	
Village Academy will provide consistent child care and translation services at every SAC Meeting. The District School Newsletter (in Spanish) will be forwarded to Spanish speaking families, and parents will be directed to where to find the District created newsletter in other available languages. Each opportunity to identify and address translated documents will be utilized during every SAC and Other communication will continue to be translated into Spanish and Creole and parents will be asked for feedback during SAC and other events to gather input regarding trainings that	
Accommodations for parents and families with disabilities (i.e. Hearing or vision impairment, physical limitations)	
Parents and families with disabilities may request support needed during SAC, school events, visiting the main office, during parent meetings and at any time. Our parent liaison, Assistant Principal and other Village staff can assist parents that inquire about support for families with disabilities. Village Academy meeting spaces are wheelchair accessible and any parent may come to school and be provided with information in a one on one meeting with our Social Services Facilitator where information can be shared verbally for vision impaired persons and hard copies of all	
Accommodations for families engaged in migratory work	
Any families identified as migrant families will be connected with the Migrant Education Department and provided with resources as outlined and designated by the Migrant Department within Federal and State Programs. Parents will be placed in contact with the Lantana/East Area Office and will be provided the brochure from the Migrant Education Department which has program service areas, annual events, special projects, monthly events and phone numbers for personnel in the Migrant Department. Additionally the Migrant brochure and information will be shared with	
Accommodations for families experiencing homelessness	
Any families identified as experiencing homelessness will be connected with the school assigned Safe Schools representative/ Homeless Liaison for the McKinney Vento Act and will be provided with resources as outlined and designated by Safe Schools. Teachers of students will be informed, students will be monitored and assessments will be made regarding their needs. Any resources that the school can provide such as food, clothing and or transportation will given to the family. Information regarding homelessness will be will be shared with SAC and school families that attend	

Uploads

List other activities that are planned to strengthen parent and family engagement at your school. You may list additional parent and family trainings here. If you plan to offer refreshments, please indicate that in the description field along with the dollar amount.

Activity 1

Name of Activity	Brief Description
Breakfast with the Principal	Parents have the chance to dialogue with the Principal and receive training on technology enhanced programs such as iReady, Khan Academy, Learning Tools, SIS Gateway & School Messenger. If time permits important 3rd Grade support information and Home-School-Connection activities will take place. Refreshments \$100

Activity 2

Name of Activity	Brief Description
Math Night Sessions	Following SAC meetings or other events, math sessions for elementary will be held where parents can learn strategies to assist their child in the latest math unit of study. Teachers that are training parents will utilize District created resources such as the Elementary Family Math Support Page, Grade 5 Focus Questions, Elementary Math department recommended websites and iReady Resources to assist parents. Refreshments & Supplies \$100

Activity 3

Name of Activity	Brief Description
Winter Fest	Parents, students and clubs will design tables and activities to showcase their work and initiatives. Student work and artistry will be displayed and the Village Academy Choir and Cheerleaders will perform. Winter Fest will be an opportunity to create micro communities at Village and connect families with similar backgrounds. Refreshments and Supplies \$100