**PFEP 2019-20 Patriot**

**Annual Parent Meeting**

Describe the specific steps the school will take 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 (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title 1 Annual Meeting/ Open House/Curriculum Night/SAC Meeting | Admin & Faculty | Fall | Sign-in sheets; flyers, agendas, compacts, minutes |

**Flexible Parent Meetings**

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

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| **Response:** Patriot Elementary is always open and available to the parents during regular school hours. A translator is always available to assist parents. Reminders will be placed in flyers, and School Messenger phone blasts. Parent/Teacher conferences will be offered at various times during the school day. Student-led Conferences are held twice a year. Parent Involvement activities will be held three times a year to showcase reading, writing, technology, math and science activities, and skills. Children are welcome at all parent involvement nights. Patriot will maintain sign-in sheets and place a copy on file at the office. Parents can also receive information through the parent Focus Portal, School Website, Peach Jar, and parent newsletters. |

**Building Capacity**

Describe how the 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)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Volunteer Orientations are offered ½ hour before SAC/PTO meetings and once monthly during the school day. | Volunteer Coordinator | Provides parents with instructions on interacting with students so they can assist students in the classrooms to increase student achievement | Monthly | Attendance, flyers, agendas, newsletter, School Messenger |
| 2 | Annual Parent Meeting/Open House | Teachers, Administration | Communicates to parents the mission and goals of the school. | August | Attendance/Sign-in Sheets, Signature on the school compact. Parent Involvement Plan, Flyers, agendas, handouts |
| 3 | Kindergarten Orientation | Kindergarten Teachers, Guidance Counselor | Communicates to Kindergarten parents the expectations for the school year | April/May | Attendance/sign in sheet, flyers, agendas, handouts, School Messenger |
| 4 | Family Curriculum Nights | Administration, Teachers | Provide information to parents on various state standards. | October/January | Attendance/sign in sheets, Flyers, agendas, handouts, School Messenger |
| 5 | Parent sessions to explain and answer questions regarding state standards and student achievement standards during honor programs | Administration and faculty | Provide information to parents on how to help their children. | FALL | Attendance/sign in sheet, flyers, agendas, handouts. Parent evaluations and surveys. |
| 6 | Career Day | Administration, Parent Involvement Committee, Teachers | Students provided with interactive and hands-on information regarding specific careers to help students recognize the link between education and future careers. | Semester II | Flyers, letters, sign in sheets, School Messenger |
| 7 | Student Led Conferences | Administration, Teachers | parents provided with information on grade level curriculum and expectations for student achievement | October/January | flyers, invitations, sign-in sheets, School Messenger |
| 8 | Science Fair | SF Coordinator, Teachers, Administration | Display and share the scientific process with parents | May | invitations, sign-in sheets, School Messenger |

**Staff Training**

Describe the professional development activities the school will provide to educate the 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Volunteer implementation training for staff | Volunteer coordinator | Additional assistance for the students. | Pre-School Week | Volunteer utilization and participation, school-sign in sheets, agendas and handouts. |
| 2 | 7 Habits | Committee, Administration, teachers | Students and teachers use the same 7 Habits of Happy Kids to support responsible decisions and behavior choices at school and home. Common language and discipline policy school wide | on-going | agendas, minutes, sign-in sheets |
| 3 | School Messenger/Castle/E-mail | Admin & Teachers | Teachers use to communicate with parents | on-going | School Messenger reports |

**Other Activities**

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

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| **Response:**   School Psychologist host a ”Parent Support Meeting’; Boys Club/Girls Club based on parent feedback from IEP/MTSS Meeting (food and childcare provided).  Special Volunteer Orientations Sessions are held to accommodate parents that are not able to attend the monthly evening sessions (as needed).  PTO Board incorporates ideas and parent feedback was gained in regards to communication needs (i.e.Volunteer, uniforms). |

**Communication**

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

* 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 schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

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| **Response:** Patriot Elementary believes in involving parents in all aspects of all programs. The SAC/PTO has the responsibility for developing, implementing, and evaluating the various school plans, including the School Improvement Plan. More than 51% of the members of the SAC/PTO are parent (non-employee) representatives. Additionally, all parents are given the opportunity to review the plan and offer their input prior to approval. Results of parent surveys are reviewed by the SAC/PTO group to determine needs and possible changes. The SAC/PTO group will give input on how the parental involvement funds should be utilized. Flyers, newsletters, School Messenger, and website will inform parents about meetings and events. Agendas and minutes are maintained in the SAC Binder. Patriot Elementary School will provide all parents the following: Students' daily planners as part of the home/ school communication; Student-led conferences will be held building wide at the end of 1st Quarter and again in the middle of 3rd Quarter; School Newsletters in at least two languages, will continually keep parents informed about the school; Parent concerns and questions regarding any school program/function will be directed to the school administration. |

**Accessibility**

Describe how the 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)].

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| **Response:** Patriot will ensure parents of limited English speaking ability or have disabilities will have access to all parental involvement activities and/or services that meet their needs.   Patriot will provide translation or translators for: Parent/Teacher Conferences; IEP/MTSS Meetings; Student-led conferences twice a year; School Newsletters; All Flyers and information of upcoming events and opportunities; report cards; Volunteer training programs; all parent involvement nights. |

**Discretionary Activities**

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Parent Involvement Reading activity. Hold a session for the parents to discuss the importance of reading with their child. | Administration, Teachers, Volunteer Coordinator  School Psychologist | STAR and FSA or its equal testing scores and students’ grades improve | Fall/Semester 1 |
| 2 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Volunteer training sessions | Administration, Volunteer Coordinator, Parent Involvement Specialist, and PTO | STAR and FSA or its equal testing scores and students’ grades improve | Monthly throughout the school year |
| 3 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Open House annual meeting, the monthly PTO/SAC meetings, and community involvement with Chick-Fil-A/Good News Club/Girl Scouts and other local businesses. | Administration, Volunteer Coordinator, teachers and parents | STAR and FSA or its equal testing scores and students’ grades improve. Create awareness and good will in the community | On-going throughout the school year |