School Improvement and Parent & Family Engagement Plans

2019-2020



VINELAND ELEMENTARY

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| Title1 logo January update.JPG |  |

# 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

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| **Content & Type of Activity** | **Number of Activities** | **Number of Participants** | **Impact on Student Achievement** |
| Family Reading & Resource Center | Weekly | 2,000+ | Parent involvement leading to an Increase in student achievement |
| Academic Family Nights | 2 | 500+ | Parent involvement leading to an Increase in student achievement |
| Annual Title I Partners in Education Meeting | 1 | 475+ | Parent involvement leading to an Increase in student achievement |
| Volunteer Pamphlet | 1 | Approx. 600 | Increase of parent involvement and student achievement |
| Annual Volunteer Orientation | 1 | 23 | Increase of parent involvement and student achievement |
| FIPT Training Meetings | Quarterly | 6 | Increase of student achievement |
| Parent Institute-Weblink | 1 | 500+ | Increase of student achievement |
| KG Roundup | 1 | 70 | Increase of student achievement |
| KG Orientation | 1 | 100 | Increase of student achievement |
| Papas, Pastries & Paperbacks | Monthly | 251 | Increase of parent involvement and student achievement |
| Partners in Education | 2 | 541 | Increase of parent involvement and student achievement |
| Title 1 Workshop | 3 | 19 | Increase of parent involvement and student achievement |
| Leader of the Month | 9 | 300+ | Increase of parent involvement and student achievement |

# STAFF FAMILY ENGAGEMENT TRAINING SUMMARY

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| **Content & Type of Activity** | **Number of Activities** | **Number of Participants** | **Impact on Student Achievement** |
| FIPT Meetings | Quarterly | 6 | Increase of student achievement |
| Review of FI Data & Action Plans w/faculty | 2 | 62 | Increase of student achievement |
| Family Involvement Planning Team Training | 1 | 6 | Increase of student achievement |
| Data Team Meetings | 2 | 48 | Increase of student achievement |

**2018-2019**

**REVIEW**

**SCHOOL IMPROVEMENT PLAN GOAL**

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| **GOALS: 18-19 SIP** | **OUTCOMES & IMPACT ON STUDENT ACHIEVEMENT** |
| 100% of Vineland Elementary students and staff will set x to y by when goals and develop action plans with accountability partners during the 2018-19 school year. | Students increased levels on iReady based on individual goals. |
| 100% of Vineland Elementary students will complete a 7 habit family project. | Increased school participation and family engagement to include emphasis on the study of the 7 Habits. |
| 100% of Vineland Elementary kindergarten thru fifth grade will strive for 45 minutes of iReady Math and Reading instruction during the 2018-19 school year. | Students consistently met the desired time met in reading and math to increase proficiency in iReady. |

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# VINELAND ELEMENTARY: OUR DEFINITION OF FAMILY ENGAGEMENT

How does your school define Family Engagement?

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| A mutual & collaborative partnership between staff, students and families to promote student 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.

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| The Vineland Elementary School Family Engagement mission is to foster an environment in which child, parent and teacher synergize to ensure family success. |

# 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.

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| 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. |
| Our Family Engagement Team includes two parents, three teachers, the school counselor and an administrator. In April, the team attended a district Title 1 training to review FEP strategies, celebrate successes and develop an action plan. The team meets regularly to review, revise and evaluate implemented team strategies. The team will garner support from stakeholders to implement strategies. In the fall, SAC will review the FEP and offer suggestions. The team will then approve the FEP. As members leave the committee, new members will be added and trained. |

# 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]

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| Program | Coordination |
| Title 1, Title III, Title IX, Head Start and VPK | Achievement & Family Associate coordinates the Family Reading Experience (FRE), works with parents, teachers and community, as well as scheduling special events for the FRE. |
| Head Start, VPK | Head Start PreK teachers conduct at least two home visits for each student. The Head Start office provides mileage and travel reimbursements for the teachers |
| VPK | School personnel and VPK teachers coordinate meetings with parents, teachers, and students to assist parents with transitioning from PreK to KG. |
| Title I, Title III, Title IX | Faculty members use academic professional learning communities to work with instructional staff and Achievement & Family Associate to coordinate Family Academic Nights in all disciplines. |
| Title I, Title III, Head Start, VPK | District member of Title I team will present a number of parent-help sessions on campus to ensure parents are aware of home strategies for student success. |
| Title III | FRE program provides materials in Spanish for bilingual students |
| Title I, Title III | Title I paraprofessional has programs available for families learning English. |
| Headstart, VPK, Title I | Title I personnel facilitate training with parents to assist with PreK to K transition. Helping Prepare Your Pre-K Child for Kindergarten Math |
| Headstart, VPK, Title I | Kindergarten Orientation, School personnel and Achievement & Family Associate work with students and parents to facilitate successful transition to Kindergarten and increase student achievement |
| Title I and Title III | Achievement & Family Associate works with parents of new Kindergarten students in small groups to encourage further parent involvement and increase student achievement |
| Title IX | Homeless liaison assist families in need and provides families with necessary resources. |
| Title 1 and III | Grade Level teams collaborate with families for better overall understanding of Florida Standards, as well as student data in order to provide families with at-home strategies to increase student academic performance. |

# 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

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| **Activity/Tasks** | **Person(s) Responsible** | **Timeline** | **Evidence of Effectiveness** |
| Annual Title 1 Partners in Education Meeting | Grade Level Teams, Leadership Team | August-September | Increase in student academic performance and family participation |
| Partners in Education Grade Level Nights | Grade Level Teams, Leadership Team | August-September | Increase in student academic performance and family participation |

# FLEXIBLE PARENT MEETINGS

* How the school offer 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]

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| Partners in Education meetings are held in the beginning of the school year to address Title 1, individual student academic needs, transportation, and family engagement. These meetings are held in the evenings twice annually. Family/Parent conferences are also held individually for students by family/parents preferential appointments in the first quarter. |

# 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.

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| **Content and Type of Activity** | **Person(s) Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Family Reading & Resource Center | Nan Fetzer | Parent involvement leading to an Increase in student achievement | Weekly and by appointment | Attendance |
| Academic Family Nights | Faculty, Lead Teacher, Academic Teams | Parent involvement leading to an Increase in student achievement | Twice annually | Attendance |
| Title I Partners in Education Meeting | Faculty, Leadership Team | Parent involvement leading to an Increase in student achievement | Twice Annually | Attendance |
| Volunteer Pamphlet | Nicole Davel | Increase of parent involvement and student achievement | August- September | Attendance |
| Annual Volunteer Orientation | Nicole Davel, PFET Team | Increase of parent involvement and student achievement | October | Attendance |
| FSA Workshop | Nan Fetzer | Increase of parent involvement and student achievement | February-April | Attendance |
| PFET Training Meetings | Nicole Davel and team | Increase of student achievement | 19-20 School Year | Attendance |
| Parent Institute-Weblink | Jane Silva | Increase of student achievement | 19-20 School Year | Website Activity |
| KG Roundup | Nan Fetzer, Leadership Team, Kindergarten Team | Increase of student achievement | April | Attendance |
| KG Orientation | Kindergarten Team, Leadership Team, Nan Fetzer | Increase of student achievement | May | Attendance |
| Family Fun | TBA | Increase of parent involvement and student achievement | 19-20 School Year | Attendance |
| Partners in Education | Faculty, Leadership Team, Lead Teacher | Increase of parent involvement and student achievement | Twice Annually | Attendance |
| Family Engagement Conference | PFEP Team | Increase of parent involvement and student achievement | November | Attendance |

# 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]]

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| **Content and Type of Activity** | **Person(s) Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| FIPT Meetings | Nicole Davel | Increase in student academic performance and family participation | Quarterly | Attendance |
| Review of FI Data & Action Plans w/faculty | Nicole Davel, Nan Fetzer | Increase in student academic performance and family participation | Immediately following survey results | Attendance |
| Family ENGAGEMENT Planning Team Training | PEFP Team | Increase in student academic performance and family participation | August-May | Attendance |
| Data Team Meetings | Lead Teacher, Grade level teams | Increase in student academic performance and family participation | Quarterly | Attendance |

# 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**

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| **TOPIC: How confident are you in your ability to connect with other parents?** |

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| **ACTIONS and ACTIVITIES** | **Person(s) Responsible** | **What needs to be completed?** | **Timeline** | **Evidence of Effectiveness** |
| Partners In Education- Parent Partner Activity (number exchange) | Teacher- Nicole Davel- Jacqui Barber | Activity | Fall/Spring PIE night | Attendance and increased survey feedback. |

**Learning Behaviors**

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| **TOPIC: How often does your child give up on learning activities that s/he finds hard?** |

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| **ACTIONS and ACTIVITIES** | **Person(s) Responsible** | **What needs to be completed?** | **Timeline** | **Evidence of Effectiveness** |
| Growth Mindset Motivators | School Staff and students | Posters | All year long | Survey results and parent feedback |
| Teacher Partners | School Staff and students | Email list of buddy teachers | Fall | Documented attendance |

**School Climate**

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| **TOPIC: How motivating are the classroom lessons at your child’s school?** |

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| **ACTIONS and ACTIVITIES** | **Person(s) Responsible** | **What needs to be completed?** | **Timeline** | **Evidence of Effectiveness** |
| Building relationships (class meetings) | School Staff | Class meetings | Year round | Regular class meetings |
| Celebrations | CARES team | Scheduling | Quarterly | Attendance at celebration |

# 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]

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| * The Family Reading & Resource Center, facilitated by the AFA, and hosted by staff throughout the year. * Individual/Parent/Teacher/Student data conferences will be held in Fall, 2019. * Student-led conferences will be held in the spring 2020. Student leadership notebooks will be compiled in class with the teacher. Teacher will facilitate as each student utilizes his own leadership notebook to share with his/her family during the student conference piece. * Monthly workshops for families to increase family/child communication. Documentation of all activities is maintained in the Title 1 monitoring box. |

# 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]

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| * Partners in Education, Parent Night Meetings in August and September will provide information on Title 1 opportunities to include parenting, learning at home, volunteering, and school decision making. * Links on school website to access FLDOE and Florida Standards. * Family handbook, Family Compact, Technology Agreement located in student planner. * Parent survey results will be used to plan during meetings. * Title 1 brochure to go home in Monday envelope during the first full week of school. * Documentation of all activities will be maintained in the Title 1 monitoring box. |

# 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 he 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]

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| * Translator on staff to assist all parents. * Parent volunteers will be encouraged to participate at all levels in the school community. * New parent volunteers will be oriented/trained. * Welcome packets are distributed to new families containing Title 1 and parent information. * Documentation of all activities is maintained in the Title 1 monitoring box. |

# 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.)

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| **Activity** | **Description of Implementation Strategy** | **Person(s) Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| Partners in Education Night | Maximize parental involvement by arranging school meetings during a variety of times | Faculty, Leadership Team | Increase in student academic performance and family participation | August-September and January-February |

# 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).

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| **Barrier** | **Steps to Overcoming Barrier** | **Persons Responsible** | **Timeline** |
| Conflicting activities | Schedule individual appointments to accommodate family schedules as needed | Faculty | Throughout the year |
| Family buy-in | Developing of creating incentives to increase family involvement | Faculty, Leadership Team | Throughout the year |

2019-2020

SCHOOL IMPROVEMENT PLAN GOALS

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| GOALS  (anticipated in your 19-20 SIP) | How will this goal be communicated to families? | How will families support this goal? |
| 100% of Vineland Elementary kindergarten thru fifth grade will strive for 45 minutes of iReady Math and Reading instruction during the 2019-20 school year. | Planner, PIE Night, School Website, Marquee, Leadership Parent Conferences, Leadership Notebook | Participate in school-wide events, parent teacher conferences, and communication with teacher via the planner. |
| 100% of Vineland Elementary families will participate in both Fall and Spring Partners in Education (PIE) Nights during the 2019-20 school year. | School Website, Marquee, Leadership Parent Conferences, flyer, Leadership Notebook | Participate in school-wide events, parent teacher conferences, and communication with teacher via the planner. |
| 100% of Vineland Elementary kindergarten thru fifth grade will strive for 1,000 points or more on Live School for each quarter during the 2019-20 school year. | Planner, PIE Night, Leadership Parent Conferences, Leadership Notebook | Participate in school-wide events, parent teacher conferences, and communication with teacher via the planner. |

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.

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~~Principal’s Signature~~ ~~Date Signed~~

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