

## Duval Early Learning Academy Title I, Part A Parent & Family Engagement Plan

I, Christiana Robbins (Principal) 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 appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported 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 conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in all of its Title I, Part A programs consistent with section 1116 of the Every Student Succeeds Act (ESSA). Such programs activities and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA Section 1118(a)]
- The school will work to ensure that the required school-level parent and family engagement policy is developed under subsection (b), each school served under this part will develop a Home School Compact that outlines how parents, the entire staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. [ESSA Section 1116(d)]
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school will 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 reports required in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand. [ESSA Section 1116(e)(f)]
- The school will involve parents and family members of children receiving services under this part in the decisions regarding how funds reserved are allotted for parental involvement activities. [ESSA Section 1116(3)]
- The school will be governed by the statutory definition of "parents and family engagement" as defined in ESSA Section 8101, and is expected that to carry out programs, activities, and procedures in accordance with this definition.
- The school will use funds reserved under this part to carry out activities and strategies consistent with the parent and family engagement policy as outlined in ESSA Section 1116(3).



Signature of Principal or Designee



Date Signed

## Parent & Family Engagement Mission Statement

Our goal at Duval Early Learning Academy is to provide a school climate and culture that supports all stakeholders in feeling welcome; facilitating the development of partnerships with our families resulting in student success. Parental Involvement is essential. Families who feel welcomed and supported, will be more likely participate in school activities and events, with the goal of continuing this involvement at home through academic engagement with their students resulting in increased student achievement.

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### Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parental involvement and the decisions regarding how funds for parental involvement will be used by:

- Duval Early Learning Academy School Advisory Council (SAC)
  - Parent Teacher Association / Organization
  - Parent Activity Evaluation Forms
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### Coordination and Integration

The school will coordinate and integrate the following Parent & Family Engagement programs and activities with other Federal Programs, to the extent feasible and appropriate, in an effort to teach parents how to help their children at home.

count	Program	Coordination
1	Head Start & VPK	Head Start students who are entering kindergarten are invited to Kindergarten Round-Up. Round-up provides parents with information and expectations for their children regarding kindergarten. The information is provided by the principal and staff.
2	McKinney-Vento	Provides support and resources for homeless families.
3	Meridian	Provides social-emotional support and resources to students and their families through Village Counseling.

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### Annual Parent Meeting

The school will 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), and the rights of parents through the following activities.

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	School will hold the Annual Parent Meeting in September	Principal, Lead Title 1 Teacher, Title 1 Team	September	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.

2	Development of agenda for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, alert parents of meeting.	Principal, Lead Title I Teacher	September – October	Photograph of marquee, copy of newsletters and invitations

## Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Conducting workshops and activities at various times, such as, mornings, afternoons, and evenings.
- Conducting multiple sessions of workshops to accommodate family schedules.
- Notifying parents of workshops and activities through a variety of communicative methods.
- Providing on-site child care for parents participating in workshops.

## Building Capacity

The school will implement the following activities as a means to build the capacity for strong parental engagement and to support a partnership among the school, families and the community to improve student academic achievement.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title I Annual Mtg.	Title I Lead Teacher/Principal	Inform parents to better help students at home to improved academic performance	September	Sign In Sheets, Agenda, Minutes, Evaluations
2	Parent Conference Night	Title I Lead Teacher & Intervention Team	Home academic (ELA & Math) skill support and training	November	Sign In Sheets, Agenda, Evaluation completed by parents
3	Books & Burgers	Title I Lead Teacher & Intervention Team	Improve the ability of parents to help their child to build strong skills in reading & vocabulary development.	February	Sign In Sheets, Agenda, Evaluation completed by parents

## Staff Training

The school will provide the following professional development activities to educate the teachers and school staff in how to reach out to, communicate with, and work with parents and families as equal

partners and in how to implement and coordinate family programs, and build relationships between families and the school.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Review of District and School-level Parent & Family Engagement Plans	Title I Lead Teacher	A positive student impact will result from the staff's ability to effectively work with families.	August	Training Agendas & Sign In Sheets Training Evaluations & Parent Surveys
2	Review of Home-School Compact and School Improvement Plan	Title 1 Lead Teacher & Principal	A positive student impact will result from the staff's ability to effectively communicate the academic expectation to families.	August	Training Agendas & Sign In Sheets Training Evaluations & Parent Surveys
3	Book Study Focusing on Parent / Family Engagement	Title 1 Lead Teacher, Principal & Intervention Team	A positive student impact will result from the staff's ability to effectively work with families.	October	Training Agendas, Sign In Sheets & Teacher Follow Up Activity

## Other Activities

The school will conduct activities, make resources available to parents and families and provide encouragement and support to families so that they can more fully participate in the education of their children by maintaining a Parent & Family Resource Area consisting of information relating to the school and Title 1 Program, as well as, academic resources available for home use.

## Communication

The school will provide parents of participating children with:

Timely information about the Title 1 program and activities by;

- Conducting the Annual Title 1 Meeting
- Meeting times will be promoted through our marquee and letter/flyer home to all parents of Title I students.
- Information to parents will be provided through weekly information from teachers via home communication folder/class Dojo, phone home via School Messenger, and e-mails.

Descriptions and explanations of the academic curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels of students expected to meet through:

- Information shared at Title 1 Annual Meeting
- Reading Street curriculum
- I Station
- District AIMS Assessment
- Math Big Ideas curriculum



Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children;

- Regularly scheduled and advertised School Advisory Council meetings
- Parent Teacher Association / Organization meetings
- 9 Week Teacher Conferences.

A means to document parent comments / concerns regarding the school wide program plan when it is not satisfactory to the parents of participating children. The school will include documentation of parent comments/concerns with the plan that will be made available to the local education agency.

- Evidence of parental input, including evidence of dissatisfaction, will be submitted to the Title 1 office as part of the regular Parent & Family Engagement Plan review process.
- Parent climate survey.

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## Accessibility

The school will provide full opportunities for participation in parent & family engagement activities for all participants (including parents with limited English proficiency, disabilities, migratory, and homeless children) by;

- Utilizing quarterly Skyward reports as a means to identify families who may need accommodations in order to actively participate in school activities.
- Provide school documents in various languages as practicable.
- Provide language interpreters for parent workshops / trainings.
- The ELL Handbook located in the front office is used to assist families with examples of registration forms in various languages.
- Non English speaking parents will be given access to information via district, state, and school websites about materials in various languages.

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## 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Schedule Parent Involvement Activities at a variety of times to accommodate parents.	Principal, AP, and Lead Title I	Increased parent involvement leads to increased academic achievement.	2019-2020 School Year