

**Horizon Elementary
School-Level Parent and Family Engagement Plan
2019-2020**

Mission Statement

Every Child, Every Day, What Ever It Takes.

Involvement of Parents

Horizon Elementary will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Horizon Elementary will schedule meetings to be held at various times during the day or evening to better accommodate parents. Our school will hold an orientation for parents at each grade level to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan. Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the students test scores and an explanation of the interventions that teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school- parent efforts and explanations of homework and grading procedures. The school will offer parents a special workshop each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy training where childcare will be provided.

Coordination and Integration

Horizon Elementary 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, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

Count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction support provided by the school will be discussed with parents during the development of the students IEP.
2	VPK	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.
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Annual Parent Meeting

Horizon Elementary will take the following actions 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 (school wide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Annual meeting held during Open House	Administration & Title 1 liaison	September	The number of parents that attend Open House
2	Monthly follow up at SAC meetings	Administration & Title 1 liaison	Monthly	The number of parents that attend the monthly meetings
3	School-wide newsletter	Administration & Title 1 liaison	Monthly	Available on school website
4	Title 1 Board (up coming events), Utilize the School's web site & First day student packet	Administration & Title 1 liaison	On Going	The number of parents that participate in the title 1 trainings. The number of forms signed and returned and by the number of hits on the site

Flexible Parent Meetings

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

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Building Capacity

Horizon Elementary 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)].

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Parent Meeting on Curriculum & Instruction	Administration, Curriculum Coaches & Lead Teachers	Parents will be provided with grade specific brochures/hand outs outlining and identifying the FS and strategies they can use at home.		Flyer, Agenda, Sign-in Sheets, Evaluation Forms
2	Parent Meeting on the new Florida Standards	Administration, Curriculum Coaches & Lead Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home.		Flyer, Agenda, Sign-in Sheets, Evaluation Forms
3	Parent Meeting on the new Florida Assessment	Administration, Curriculum Coaches & Lead Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home.		Flyer Agenda Sign-in Sheets Evaluation Forms
4	5 th Grade Symposium	Administration, Curriculum Coaches & Lead Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home.		Flyer Agenda Sign-in Sheets Evaluation Forms
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6					

Staff Training

Horizon Elementary will offer the following training to staff (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)].

Count	Content/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Information will be provided to teachers that include information on the value of parental involvement.	Administration, Title I Liaison & Lead Teachers,	Improve the ability to work effectively with parents by providing examples of best practices for parental involvement.	Ongoing through out the year	Agenda Sign-in Sheets Evaluation/ Feedback Forms
2	Communicating and working with parents	Administration, Title I Liaison & Lead Teachers,	Improve the ability of staff to work effectively with parents.	Ongoing through out the year	Agenda Sign-in Sheets Evaluation/ Feedback Forms
3	Building Ties Between home and school	Administration, Title I Liaison & Lead Teachers,	Improve the ability of staff to work effectively with parents.	Ongoing through out the year	Agenda Sign-in Sheets Evaluation/ Feedback Forms
	Cultural sensitivity	Administration, Title I Liaison & Lead Teachers,	Improve the ability of staff to work effectively with parents.	Ongoing through out the year	Agenda Sign-in Sheets Evaluation/ Feedback Forms

Other Activities

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

Title I Mobile Unit Visits - Request District's Title I Mobile Unit, Title I Parent Resource sources - Inform Parents of the available resources, School's Parent Resource Center - Establish Location Resources (Computer, table and chairs, instructional materials)
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Communication

Horizon Elementary will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];

- *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 school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].*

Horizon Elementary will provide information about Title I programs this information will be provided in a timely manner, using various methods of communication (newsletter, website, meetings). Information about Title I programs and academic programs (College and Career Ready, Common Core Standards, Grade Level Expectations), and forms of academic assessment will be shared with parents during Open House/Title I Information Meeting, parent conferences, any other time a parent requests such information. Classroom teachers will explain and discuss the school's curriculum, the Common Core Standards and types of assessments used to measure student progress during Open House. Title I teachers and administration will explain Title I programs and opportunities at the Title I Public Meeting. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting. Parents who qualify will be notified of school choice options and Supplemental Educational Services (SES) tutoring options during Open House. FCAT/Assessment data will be shared along with status of AMO through the school newsletter and on the school website. Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the SAC meetings parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotments). Parents will be allowed to provide input in the development and decision-making process of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program.

Public Meeting Flyer
Marquee and Parent Link
Develop Agenda and Sign-In Sheets
Title I Open House
Flyers
School website

Accessibility

Horizon Elementary 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)]

Horizon Elementary will provide the School Parent Involvement Plan (SIP) to parents in English and Spanish. Parents will be sent notification of the plan in the school's newsletter, website, and made available in the front lobby of the school. All correspondences regarding the parent meetings will be created in the aforementioned languages and distributed to parents to increase participation. Translators will be available at all parent meetings and made available when needed.

School-Parent Compact

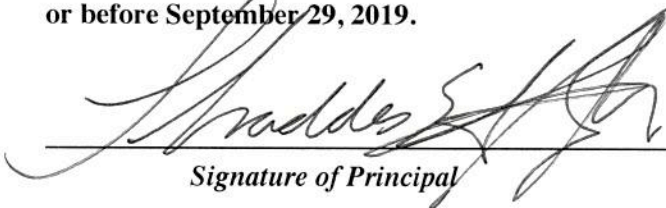
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1118(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 05/18/2019 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I; Part A children on or before September 29, 2019.


Signature of Principal

10/11/2019
Date


SAC Chairperson

10/11/19
Date