

Parent and Family Engagement Plan 2019-2020

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.

School's vision for engaging families:

What is Re	guired:					
Assurances	: We will:					
		of parents, or establish a parent advisory board to represent e "School Parent and Family Engagement Plan" that described ily engagement activities.				
	Hold an annual meeting for families t Offer other meetings/workshops at flexib	o explain the Title I program and the rights of parents to be in ple times.	ıvolved.			
	Use a portion of Title I funds to supplow these funds are to be used.	port parent and family engagement and involve parents in d	leciding			
	Involve parents in the planning, revie	ew, and improvement of the Title I program.				
		hat outlines how parents, students, and school staff will shevement, and describes how parents and teachers will commi				
	Offer assistance to parents in unders support their children's achievement.	standing the education system and the state standards, and	how to			
	Provide materials and training to hel	p parents support their child's learning at home.				
	Provide staff development to educat to engage families effectively.	e teachers and other school staff, including school leaders, o	n how			
	Coordinate with other federal and state programs, including preschool programs.					
	Provide information in a format and languages as feasible.	language parents can understand, and offer information in o	ther			
	Include the School and District ParenParent Engagement Notebook in the fror	t and Family Engagement Plans on our school website and in nt office.	the			
Principal:	Johnnie Jackson	Date:				



Parent and Family Engagement Plan 2019-2020 (School Name)

EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents and families in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of parents.

	Date of meeting to gather parent input.	How were parents invited to give input?	Describe the method in which parents were involved.	What evidence do you have to document parent/family participation?
School Improvement Plan (SIP)				
Parent and Family Engagement Plan (PFEP)				
School-Home Compact				
Title I Budget				
Parent & Family Engagement Allocation				

^{*}Elementary schools are required to hold at least one face to face conference in which the compact is discussed with parents. A conference agenda and parent signed copy of the compact should be submitted to Title I Crate as evidence.

2. Hold an annual meeting for families to explain the Title I program and the rights of parents and families to be involved.

Tentative date & time(s) of meeting	
How are parents and families notified of the meeting?	
What information is provided at the meeting?	The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation and agenda that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved and Upcoming Parent Engagement Events. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, and information on the school's curriculum.
How are parents and families informed of their rights?	Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the "Parents Right To Know" letter on their school website and in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.
What barriers will you address to encourage parents/families to attend?	
How will you get feedback from parents and families about the meeting?	
How do parents and families who are not able to attend receive information from the meeting?	

^{*} Evidence of the input gathered and how it was/will be used should be available on Title I Crate.



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3. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents and families in more fully participating in the education of their children and/or to help support learning at home.

Title IX-Homeless	
Migrant	
Preschool Programs	
Title III-ESOL	
SAC	
РТО/РТА	
Community Agencies/Business Partners	

4. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school.	
Describe how you 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 out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.
Explain how parents and families are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	
Describe how your school provides information to parents and families in their native language. What languages do you provide?	
How are the needs of parents and families with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	
Describe the opportunities parents and families have to participate in their child's education.	

5. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent and family engagement in increasing student achievement. Explain your plan for this school year.

<u>Topic/Title</u>	How does this help staff build school/parent relationships?	Format for Implementation: workshop, book study, presenter, etc.	Who is the audience?	Tentative Date/Time



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- 6. Provide assistance, training, workshops, events, and/or meetings for parents and families to help them understand the education system, curriculum, standards, state assessments and achievement levels.
 - Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy to read format.

Building Capacity of Parents and Families								
Topic	<u>Title</u>	How will this impact Student Achievement?	Tentative Date/Time Are they flexible?	Transportation	Refreshments	Childcare	Translation	How will this support learning at home?
Curriculum Areas								
State Assessments & Achievement Levels								
Technology, Parent Portal								
Transition (Kdg, MS, HS)								
College & Career								
Graduation Requirements & Scholarships								
Conferences								
How will worksh evaluated? How will the nee	ops/events be							
	ssed to plan future							
What are the barriers for parents and families to attend workshops/events and how do you overcome these?								
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)								
How do parents and families who are not able to attend building capacity events receive information from the meetings?								

^{*}These events should be included on the Evaluation of Parent Engagement Activities to Build Capacity.