

McInnis Elementary Title I, Part A Parent & Family Engagement Plan (PFEP).

I, Dr. Sharon Lavallee

- The school will be governed by the statutory definition of parent and family engagement, and will carryout programs, activities, and procedures in accordance with the definition:
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent;
- Jointly develop/revise with parents the school Parent & Family Engagement Plan (PFEP) and distribute it to parents of participating children and make available the PFEP to the local community;
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school's Parent and Family Engagement Plan (PFEP) and the joint development of the School Improvement Plan (SIP);
- Use the findings of the PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP;
- If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan;
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading;
- Provide each parent timely notice when their child has been assigned to or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

-> Sharon Lavallee 9/23/19 <-
Signature of Principal or Designee Date Signed

"Please use the data from the school's survey(s) (Advance Ed and 5Essentials) to complete this Parent & Family Engagement Plan!"

Mission Statement

Parent & Family Engagement Mission Statement

Response:

Parents are their children's first and most influential teachers. McInnis Elementary School will support our families by working as partners to help our students achieve their educational goals. The Family Resource Center will work directly with targeted staff to create educational activities to engage and motivate parents to be active participants in their children's educational life. Our Family Resource Center will connect parents with all the resources available in the community.

Engagement of Parents & Families

Describe how the school 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 parent and family engagement will be used.

Response:

McInnis Elementary involves parents through PTA, SAC, family nights, open house, etc. Parents, at SAC, discuss Title I funds, and how they are spent. We also have a parent center that is open five days a week, at arrival time and dismissal.

Coordination and Integration

Describe how the school will coordinate and integrate parent and family engagement 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.

count	Program	Coordination
1	Title I, part C	The District Migrant Education Program Coordinator works with McInnis to provide service to support migrant students and their families. Programs include academic assistance through tutoring, summer school, translation services, migrant parent advisory, medical assistance to outside community programs, and food assistance through referrals to food assistance programs.
2	Title X, Homeless	McInnis works closely with the Title X Coordinator to ensure that homeless students have the materials and resources they need to be successful.
3	Title I, part D	McInnis receives funds to support the N&D programs to accelerate the state of student achievement gaps for students in these programs. Students are transitioning from DJJ centers back into district schools with a transition plan to ensure academic and social success.
4	Title I, Part A	McInnis Elementary works with outside agencies to provide specific services targeted to children and their families. Programs supported by Title I, Part A include: supplemented tutoring, supplemented materials, data chats, and reading and math intervention.
5	Title II	McInnis Elementary received federal funds to provide access to professional development activities for teachers and administration in the core subject areas to ensure quality instruction and student success.
6	Title III	Teachers monitor the progress of ELL students to identify specific needs, as well as, targeted interventions and enrichments that ensure academic achievement.

Annual Title I 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), 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. **Meeting should be offered a minimum of two times on different dates/times to accommodate parents' schedules. Make mention of specific dates or ie: "twice in Sept 2019; evening & morning"**

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Send home Annual Title I meeting invites	McFall-Conte Montalvo	Sept. 2019	Attendance at Annual Title I meetings
2	School messenger call to remind parents of the meeting	McFall-Conte Montalvo	Sept. 2019	Attendance at Annual Title I meetings
3	Title I Annual meetings with translation services	McFall-Conte Montalvo	Sept. 10 and 19 th 2019	Parents attendance and participation in the annual meeting Exit Surveys from the annual meeting

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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 parent and family engagement.

Response: McInnis offers varies times and ways to meet with the teachers. Teachers hold conferences before or after school. They also hold conferences in person, or over the telephone, if needed.

Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective involvement of parents and families and to support a partnership among the school involved, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Meet the Teacher	Administration Teachers	Parents will meet teachers and make first contact	Aug. 8 th	Sign in sheets
2	Open House	Administration Teachers	Teachers will show parents their classrooms and work that is being completed	Sept. 10 th	Sign in sheets
3	Pastries for Parents	Administration, teachers	Encouragement to have all parental figures more involved in their child's education and will give them strategies to help them succeed.	Sept. 25 th	Sign in sheets, exit slips
4	Walk to school Day	Administration	In coordination with the DeLeon Springs Community Association, McInnis parents, students, and teachers will walk to school from the Historic Porter House.	October 2019	Parents walking to school with the students
5	Falling All In	Administration, teachers	Parents and students will participate in fall literacy events	Oct. 11 th	Sign in sheets, exit slips
6	Christmas program	Special Area teachers	Parents are invited to the annual Christmas	December 18 th	Sign in sheets, exit slips

			program sponsored by the special area team		
7	Christmas literacy night	Various teachers	Parents are invited to our Night time literacy event to see room transformations and participate in the literacy events their children are participating in during the day.	December 17 th	Sign in sheets, exit slips
7	Walk a thon	Coach Albright, PTA	Parents are invited to come to the annual walk a thon, and walk with their students (if they are an approved volunteer) as students earn stamps for walking around the track.	February 2020	Sign in sheets
8	Career Day	Mrs. Montalvo	Parents and community members are incited to come discuss careers and what students need to do to achieve those career dreams	April 2020	Sign in sheets
9	Field Day	Coach Albright	Parents are invited to come watch as their students participate in field day activities (as long as they are an approved volunteer)	May 2020	Sign in sheets
10	Grade level pride assemblies	Administration, teachers	Parents are invited to come to the end of the year awards ceremonies and see their child's achievement for the year.	May 2020	Sign in sheets

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, administrators, 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 and family engagement programs, and build ties between parents and schools.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Staff training on building parental involvement	McFall-Conte Montalvo	The more parents are involved and know what their child needs to learn, the more the student will achieve,	October 2019	Increased parental involvement and participation in conferences. Parent Input comments are taken and shared.

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Communication

Describe how the school will provide parents and families of participating children the following:

- Timely information about the Title I programs;
- 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;
- 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; and
- If the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency.

"At Annual Title I Mtgs & through our monthly School Advisory Council mtgs, parents will learn timely info about Title I programs."

Response: This school year, Mrs. Montalvo, our guidance counselor is working in the parent center in the morning (at arrival), and in the afternoon (at dismissal) to work with parents, and give them access to the food pantry. She encourages participation in parent conferences, and will work with the Hispanic parents to make sure they are feeling welcomed to participate in school events. Parent input for suggestions, ideas, and comments are taken through the parent resource center, and through parent input forms that are held in the front office.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement 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.

Response: Translation services are provided for any parent engagement activity that McInnis provides. This service is provided by bilingual staff at the school. In order to share information on events at the school, McInnis uses the School Messenger system to ensure parents are kept up to date with what is going on at McInnis. Any parent with special needs is accommodated. McInnis is handicapped accessible

Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan (PFEP).

Please upload into SharePoint and keep copies for our records.

Upload School-Parent Compact

Note: As a component of the school-level PFEP, 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.

Please upload into SharePoint and keep copies for your records.

Upload Evidence of parent and family input in the development of the School-Parent Compact

Note: Submit copies of actual parent/family input supporting the development and revision of the School-Parent Compact (i.e. minutes, surveys etc.).

Please upload into SharePoint and keep copies for your records.

Previous year's Parent & Family Engagement Plan (PFEP) Evaluation

Parent & Family Engagement summary (Building Capacity summary)

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I Annual Meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Meet the Teacher	1	250	Increased parent involvement for parents.
2	Open house	1	200	Parent involvement in the classroom
3	Donuts for Dads	1	150	Increased involvement by father figures in the school environment
4	Walk to School Day	1	75	Building up community and bicycle/pedestrian safety
5	Falling All in	1	400	Increased participation in reading at home
6	Grade Level Pride Assemblies	7	200	Students see the parents celebrating their achievements for the school year

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent

programs; and how to build ties between parents and the school.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Capacity to build parental involvement	1	35	The more teachers know on how to get parents involved in the school, the more overall student achievement will increase.
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Barriers

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parents not able to attend school events/SAC meetings	SAC meetings are held at 7am, as students are beginning to arrive at school. With the exception of a few events, many of our events are first thing in the morning, or immediately following dismissal so parents are able to attend events.
2	Language Barrier	Our guidance counselor is bilingual so she provides translation services for parents. She also assists with translation services at the annual meetings, PTA SAC, etc.
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Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
1		
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**Please return completed Parent & Family Engagement Plan (PFEP)
to your Parent & Family Engagement (PEF) facilitator by**

***PFEP must be signed by the Principal and approved by PEF
prior to upload to CIMS***
