

Orange City Elementary School Title I, Part A Parent & Family Engagement Plan (PFEP).

I, Charles D. Bynum, 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 be governed by the statutory definition of parent and family engagement, and will carry out 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 and family engagement plan and distribute it to parents of participating children and make available the parent and family engagement plan 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 parent and family engagement plan and the joint development of the schoolwide program plan;
- Use the findings of the parent and family engagement plan review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement plan;
- 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 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.



Signature of Principal or Designee

10/2/18

Date Signed

Mission Statement

Parent & Family Engagement Mission Statement (Optional)

Response: All students learn at Orange City School where CPR-cooperation, Pride, and Respect -bring us to life and helps us to do our best.

Involvement of Parents

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.

2018-2019

Response: Parents will be invited to become active members of the School Advisory Council (SAC). This is done through the school newsletter, as well as personally through teachers, staff and administrators. An election is then held to elect the SAC members. Members may also be appointed. SAC meetings will include information regarding the Title I allocation, including the budget set aside for Parent Involvement. SAC members will be informed of how these funds are utilized to provide parent resources and assist parents in being involved in their children's education. Parents will be invited to participate in the development of the Parent & Family Engagement Plan through input forms, SAC, and a suggestion box in the family resource center. An annual evaluation will be conducted using the 5Essentials survey. It will be completed by parents and the results will be analyzed and evaluated for effectiveness.

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	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction support provided by the school will be discussed with parents during the development of students' Individual Education Plans (IEPs).
2	Students and Teachers Achieving Results (STAR) tutoring	Parents receive information and are offered after school tutoring on a 2 to 1 ratio.
3	Title I, Part C	Parent support is offered through migrant services, such as translation and food assistance programs.
4	Title X Homeless	Title X coordinator provides services to homeless families to ensure that students have school supplies, community resources and transportation.
5.	Voluntary Pre-Kindergarten (VPK)	Orange City provides Voluntary Pre-Kindergarten (VPK) program for preschool students.

Annual 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), Adequately Yearly Progress, 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.

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Prepare information about Title 1 annual meeting	Principal	September 2018	Title 1 Parent Survey/Sign in sheets PowerPoint/Handouts
2	Prepare information about Title 1 annual meeting	Principal	September 2018 #2 nd Meeting	Title 1 parent Survey/Sign in sheets PowerPoint/Handouts
3	Telephone Messaging system	Principal	September 2018 September 2018 January 2019	Automated telephone system

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: Resources in the Family Resource Center will be promoted through the newsletter, Telephone messaging system, marquee and announcements. These resources include access to computers, parenting tips and community resources. Parents will also be able to receive a school library card to check out materials from the school media center.

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	Open House	Principal/Assistant Principal/Academic Coach	Assist parents to understand the school culture and the curriculum.	Fall 2018	Sign in sheets Activities Parent Survey

2	Reading, Math Family nights	Administrati on/Academi c Coach Team leaders	Assist parents understand the expectations of the Florida Standards Assessments and increase student achievement	Fall/Winter of 2018-2019	Sign in sheets Pictures Handouts Surveys
3	Reading. ELA parents to kids' program	Academic Coach Teachers	Teachers parents' strategies to help their children and increase student achievement	Fall 2018 Winter 2019	Sign in sheets Pictures Handouts Surveys
4.	Literacy night	Media Specialist Teachers Admin	Promotes the importance of reading with their children to increase student achievement	Winter 2019	Sign in sheets Pictures Surveys
5.	Dads take their kid to school	Admin Teachers Academic Coach	Assist dads to work with their children and promote reading.	Fall 2018	Sign in sheets Pictures Surveys
6.	FSA reading night	Admin Academic Coach Teachers	Assist parents become familiar with FSA and promote literacy	Winter 2019	Sign in sheets Pictures Surveys

Staff Training

Describe the professional development activities the school will provide to educate the 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 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	Faculty Training Utilizing volunteers	Admin	Train Faculty and staff how to utilize volunteers and business partners	September – January 2018-2019	Sign in sheets Agenda PPT
2	Roadrunner Rookies	Admin Academic Coach	Train new faculty on how to have better parent/teacher relationships and conferences	September-May 2018-2019	Sign in sheets Agenda PPT
3					
4					

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more fully participating in the education of their children.

Response: Principal presentations times 3 for the year. (September and January)

Monthly Newsletters (Online and Print)

Title 1 Parent tri fold sent home with students

Title 1 Parent tri fold available at front reception

School Advisory Council (Updated monthly)

Title 1 compact shared at parent conferences

FSA data shared with parents

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 include submit the parents' comments with the plan that will be made available to the local education agency.

Response: Many informational letters sent by the district are provided in English and Spanish, including the Title I Handbook and Title I Parent brochure. Copies of these documents are also available in our Family Resource Center. Our Family Resource Center also has books and parent videos in Spanish. Information for parents of ELL students that is included in our monthly newsletter is translated into Spanish. Our school and district staff assist in translating information for parents over the phone and at conferences. For parents who do not speak English or Spanish, arrangements are made to provide a translator. At least once a year, there is a Parent Leadership Committee meeting for parents of our ELL students. The Parents To Kids program is offered yearly in English and Spanish. In addition, our school is handicap accessible.

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: Our school will provide opportunities for participation in parental involvement activities through Meet the Teacher, Open House, School Advisory Council, Parent Engagement Events, Parent Trainings, and Student Celebrations. ESOL teachers will be available to assist parents and provide translation. Parents will be notified by our newsletter, marquee, and school webpage. Accommodations will be made for any parents with disabilities. In addition, our school is handicap accessible.

Discretionary Activities

Discretionary School Level parent and family engagement plan Components Check if the school does not plan to implement discretionary parent and family engagement activities. Check all activities the school plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parents to Kids- Parents are invited to attend an English or Spanish session, with dinner, all materials and child care provided.	Parents To Kids teachers, child care provider and administration	Provide information to parents on expectations and how parents can help their children succeed.	Fall 2018
2	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)];	Conferences are set up before, during or after school at the time most convenient for parents	Faculty and administration	Provide information on their child's current level and develop a plan to reach their goals.	August-May 2018-2019

Upload Evidence of Input from Parents

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

Please upload into SharePoint and keep copies for our records.

Upload Parent-School Compact

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school 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 engagement in Development of Parent-School Compact

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school 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.

Evaluation of the previous year's Parental & Family Engagement Plan

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	Kindergarten Parent Night	1	90	To enhance parent understanding of the curriculum for kindergarten
2	FSA night	1	300	To enhance parent understanding of state assessments
3	Parents to Kids	2	17	To enhance parents ability to teach students different reading strategies
4	Literacy Nights	2	200-300	Promotes the importance of sustained silent reading and reading aloud with children
5	Dads bring their child to school day	1	350	Assist dads to work with their children in the area of reading

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	Collaborative decision making	8	16-20	Teachers, parents and staff on school advisory council collaborate on shared decision making to increase student achievement
2	Volunteer and business partners	2	25-30	Training for volunteer and business partners and how they impact the school community
3	Faculty training for utilizing volunteers and business partners	1	65	Train faculty and staff how to utilize volunteers and business partners.

4	Roadrunner Rookies	8	8-10	Train new faculty on how to have better parent/teacher conferences in order to increase student achievement
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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	Transportation	Hold events close to or on school campus whenever possible
2	Time of day for events	Vary times of day for events so all parents have opportunities to attend most events
3	Financial barriers	Continue to provide low cost or free events for parents
4		

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		
2		
3		
4		

Please return completed Parent & Family Engagement Plan to your Parent & Family Engagement Facilitator.