

Wauchula Elementary School Parent and Family Engagement Plan (PFEP) 2017-2018

I, _____, 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 parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1116 (b)(1)];
- 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 parental involvement policy and the joint development of the school-wide program plan under section 1114(b)(2) [Section 1116(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1116(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school shall submit parent comments with the such plan when the school submits the plan to the local educational agency [Section 1116(c)(5)];
- 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 [Section 1111(h)(6)(B)(i)];
- 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 within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; 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 [Section (h)(6)(A)].

Signature of Principal or Designee

Date Signed

Engagement 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 parental involvement will be used [Sections 1116c(3), 1114(b)(2), and 1118(a)(2)(B)].

Coordination and Integration

Describe how the school 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 1116(a)(2)(D) and 1116(e)(4)].

count	Program	Coordination
1	Title I Part C and Title VI	Title I part A, Title VI and Title I part C staff will meet with migrant parents to build capacity: literacy strategies will be provided to parents at meetings held after school hour
2	Title III and Title VI	Title I part A, Title VI and Title III staff will meet with ELL parents to build capacity: literacy strategies will be provided to parents at meetings held after school hours.
3	IDEA	Supplemental instructional support provided by Federal funds will be discussed with parents during the development of the Students' IEP.
4	Hardee Federal Programs	The directors of the federal programs will meet quarterly to collaborate and coordinate events to eliminate duplication. Directors share schedules of events to encourage joint participation.
5	Migrant Parent Advisory	The Migrant Parent Advisory is actively involved in reviewing parent educational activities and strategies, as well as student instructional programs.
6	Homeless-Title IX Part C & Title 1 Part A	Student Services coordinates with Title 1 Part A and Title IX to provide resources (school supplies, social services referrals) for students identified as homeless under the McKinney-Vento Act to eliminate barriers for a free and appropriate education (FAPE). Title I, Part A also funds a homeless advocate for homeless students.
7	VPK	These programs are provided and facilitated through the district each summer at a school location in each community for families of all eligible incoming kindergarten students not previously served in the private sector.
8	Adult Education	Adult Education programs are provided at South Florida State College. Numerous vocational programs, college level courses, and community interest workshops are available.
9	Nutrition Programs	LEA participates in the Community Eligibility Program and provides free breakfast and lunch for all Hardee County school district students. Summer food programs are provided at various school sites and community locations.
10	Title I Part A	Will provide funds to all district Title 1 schools, in a school wide project format, to target academic assistance to all students, professional development for teachers administrators, and parent involvement activities..
11	Title II	Provides for teachers and administrators professional development and supports all teachers to be highly qualified.
12	Title I, Part C, Migrant	Provides services to migrant students (PreK-12) and their families. The primary goal of the Migrant program is to improve academic performance of migrant students and provide health and guidance to them. The Migrant Early

	Childhood Program serves 3 & 4 year old children in a full time preschool program, focusing on school readiness activities. Parent involvement and education is an integral part of the Migrant Program.
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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 (school-wide), 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 [Section 1116(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop invitation to inform parents of Annual Title I Meeting	Assistant Principal	September 2017	Copy of invitation on file
2	Translate invitation to inform parents of Annual Title I Meeting, agenda, and handouts	ELL Paraprofessional	September 2017	Copy of translation maintained on file
3	Invitations will be reproduced and distributed	Assistant Principal	September 2017	Copy of invitation maintained on file
4	Adapt Power Point Presentation provided by the Director of Federal Programs for Wauchula Elementary School	Principal, Assistant Principal, ELL Paraprofessional	September 2017	Copy of presentation maintained on file
5	Develop Agenda for meeting	Assistant Principal	September 2017	Copy of agenda maintained on file
6	Reproduce Agendas and Handouts	Assistant Principal	September 2017	Copy of agenda maintained on file
7	Title I Annual Meeting Published on school website and Facebook	Media Specialist	September 2017	Print out of website posting
8	Present Power Point Presentation at Title I Meeting	Principal	September 14, 2017	Sign in Sheets
9	Remind text sent to families	Assistant Principal	September 2017	Copy of message maintained

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 parental involvement [Section 1116(c)(2)].

Response: Many schools offer an additional meeting time in the morning as well as the evening. Parent-teacher conferences are also scheduled during the first nine weeks grading period with every parent at flexible times. Throughout the year, parents and teachers will meet both in person and by phone to discuss student progress, assessments, and academic achievement standards as needed.

To help ensure parents will be able to attend the meeting, it will be held during family night and multiple opportunities to attend the meeting will be offered that night as well as the following morning.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental and family involvement, in order to ensure effective involvement of parents and families to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1116(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 1116(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1116(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title I Annual Meeting and Science Night	Assistant Principal	Science	September 2017	Sign in Sheets
2	Reader’s Café Parent Night	Assistant Principal	Reading	December 2017	Sign in Sheets
3	Grade-Level Data Night	Assistant Principal	Reading & Math	February 2018	Sign in Sheets
4	End of Year Summer Learning	Assistant Principal	Reading & Math	May 2018	Sign in Sheets

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, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1					
2					
3					
4					
5					

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1116 (e)(4)].

Response: Parent Resource Room resources are provided at schools and can be accessed through the guidance department.

Communication

Describe how the school will provide parents of participating children the following [Section 1116(c)(4)]:

- Timely information about the Title I programs [Section 1116(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 1116(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 1116(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 include submit the parents' comments with the plan that will be made available to the local education agency [Section 1116(c)(5)].

Response:

Parents will be provided information about Title I programs through the school newspaper, which is sent home with progress reports and report cards.

The School Advisory Committee will meet quarterly to evaluate and make recommendations for the Title I program. Members of the committee will be invited by mail and meeting dates will be posted on the school's public calendar. The parent involvement plan, school improvement plan and other pertinent documents will be made available through the school website.

At the Title I meeting, families receive information about the curriculum, assessments and proficiency levels expected.

Three additional parent nights will be hosted during the school year to inform parents about curriculum, assessments, proficiency levels expected, and how to help their child be successful. Parents will receive flyers announcing these events.

Barriers: Describe the barriers that hindered participation by parents in parent and family engagement activities during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers and design more effective parent and family engagement policies (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) [Section 1116(a)(2)(D)(i)].

Count	Barrier(Including the specific subgroup)	Steps the School will Take to Overcome
1	Conflicts with work and personal schedules	The school will continue to offer activities for parents to participate in both in the evening and during the day.
2		

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 LEA 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 1116(e)(5) and 1116(f)].

Response:

The school will provide information relating to its program in an understandable format. Letters, notices, pamphlets, flyers and notice of meetings will be provided in both English and Spanish. The school office will provide translation services to ensure that parents are able to fully participate in their child’s education. Translators will be utilized whenever needed at meetings and parent nights.