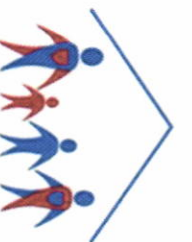


# 2018-2019 Title I Parent and Family Engagement Plan

Sleepy Hill Elementary



## General introduction of school's vision for parent and family engagement.

As Explorers at Sleepy Hill Elementary, we will implement district curriculum to prepare all students to be full participants in the global community of the future. We will show respect, display healthy attitudes, explore responsibly, and use safety always. We will provide our parents the opportunity to attend activities that will build capacity in ways that they can help their child succeed at school. The parents will be invited to give input through our PAC.

All parents/families were invited and encouraged to provide input and suggestions on developing/reviewing this plan. This plan is available on our school website and in the Title I informational notebook located in our front office.

Principal: Mary Paul

Date: 9/6/18

## Involvement of Parents

If the school wide program plan under Section 1116 (b) (1) 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(b) (4).

Polk County Public Schools Title I program requires schools to submit evidence that documents parent input and approval for how the funds are spent. This documentation is monitored for compliance and kept on file in the Title I online monitoring file system. Parent input is gathered through a parent meeting or SAC meeting.

Describe how this plan is a shared responsibility and families give input to review and improve this plan? How often?

Parents and families are given opportunities 3 times a year to provide input through surveys, evaluations, and email. In the spring, parents and family members are invited to attend a meeting and/participate in evaluating the schools current Parent and Family Engagement Plan and Compact. In the summer, parents/family members are invited to participate in the development and revising of the School Improvement Plan. In the fall, the School Advisory Council will approve the revised School Improvement Plan and the Parent and Family Engagement plans.

How do you use the information from reviewing the plan to design strategies for more effective engagement?

Our volunteer Parent Advisory Council (PAC) and School Advisory Council (SAC,) which is elected every October, will meet as needed to plan, review, and revise the Parent and Family Engagement Plan, and School Improvement Plan (SIP). At these meetings, input will be given and suggestions will be made for improvement of the Title I compact and Parent and Family Engagement Plan. We will also review the parent survey to look for ways to improve our communication. Our teachers and curriculum team will work together to plan parent workshops to assist parents in helping their students with reading and math. Documentation will be provided in the form of meeting minutes and sign-in sheets. Copies are available on school website and will be kept in TASK.

How will you involve parents/families in the decision making of how your Title I programs and how Title I funds will be used for Parent and Family Engagement Activities?

Our PAC and SAC meet to discuss how the 1% of parent involvement and lottery funds will be spent.

What evidence do you have to document parent/family participation in writing/reviewing your plan? (meeting date, agenda, minutes, charts, sign in sheets)

Polk County Schools Title I program requires that all Title I schools hold a parent meeting to develop or write/revise their "Parent and Family Engagement Policy". Schools are required to provide evidence that documents: how parents were invited, an agenda for the meeting, sign in sheets, and minutes and/or specific input given by parents. The Title I Program Coordinators monitor schools for compliance and evidence is uploaded and kept on file in an online monitoring.

How will this plan assist in providing high quality instruction for all learners?

After surveying and meeting with parents, workshops will be held for parents and family members in the areas of reading and math. Families will be given tools, strategies, and resources to help them work with their child at home in order to help improve academic success.

How will the school share comments received from parents/families?

All parent comments and suggestions given for the plan are considered, documented and kept on file as evidence of parents providing input for both FLODE and the District. When, feasible parent suggestions are incorporated into the plan.

How will this plan be made available to the community?

This plan is available to all parents, business partners, and School Advisory Council. The plan is also available on our school website and in the Title I parent informational notebook that is located in our front office.



## Annual Parent Meeting

The school will 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), school choice, the rights of parents and timely information about the Title I programs. **Section 1116(c)(1)**

Every Title I school in Polk County is required to hold an Annual Parent Meeting by September 30. Schools are monitored to ensure that parents are invited to the Annual Meeting in a timely manner, and notifications are other languages, and sent in multiple ways (via backpack, school marquee, school website, newsletters, callout) Schools are required to conduct a parent evaluation of the meeting to gather input. Evidence that schools comply is documented with: notifications and invitations; agendas, sign in sheets, copy of the PowerPoint with specific school information and parent evaluations.

<p><b>Date and time you will hold your meeting?</b></p>	<p>September 13, 2018 at 6:00pm</p>
<p><b>Notification and invitation:</b></p> <ul style="list-style-type: none"> <li>○ How will you inform and invite parents/families in a timely way about the Annual Meeting.</li> </ul>	<p>Send out invitations and reminders via backpack, agendas, class dojo, website, and Facebook page.</p>
<p><b>Information:</b></p> <p><b>Please describe how your meeting will cover information about:</b></p> <ul style="list-style-type: none"> <li>● the Title I program, the benefits, and how it affects your school; School choice; Parents right to know; and the qualifications of their child's teacher, or paraprofessional and/or if their child has been assigned or taught by a teacher 4+ consecutive weeks who is out of field.</li> </ul>	<p>The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation that incorporates information on: 1. The Title I Program 2. Parents Right to Know 3. Curriculum and Assessment information, and 3. Ways parents can be involved, 4. School choice, and the qualifications of their child's teacher or paraprofessional, and 5. Information on if their child is assigned or taught by a teacher for 4+ weeks who is out of field.</p> <p>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.</p> <p>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 information notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.</p> <p>For those with a language barrier we will have translator available at each family night. All flyers will be two sided English on one side and Spanish on the other. We will offer Free meals at all of our parent nights to increase attendance, and when appropriate we will offer childcare so that parents may attend meetings.</p>
<p><b>Barriers:</b></p> <ul style="list-style-type: none"> <li>○ What barriers will you address to encourage parents/families to attend? Example: Childcare, Transportation, Meal, Translation</li> </ul>	<p>Every parent who attends the meeting will be asked to complete a short evaluation of the meeting. The evaluation is their ticket out the door and asks if there is any additional information about Title I, the curriculum, or testing that they would like to learn more.</p>
<p><b>Evaluations:</b></p> <ul style="list-style-type: none"> <li>○ How will you get feedback from parents about the meeting?</li> </ul> <p><b>Parents who do not attend?</b></p> <ul style="list-style-type: none"> <li>○ How will you get the information home to parents who do not attend the meeting?</li> </ul>	<p>For parents working and cannot attend, we will make sure to send home packets of information to those students that do not attend family nights.</p>