

## **Title I, Part A Parent and Family Engagement Plan- Bunnell Elementary School**

I, Marcus Sanfilippo, 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. This plan shall meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

### **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 8101 of 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;
- \*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;
- \*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;
- \*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;
- \*if the plan for Title I, Part A, developed under ESEA Section 1116, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency;
- \*provide to each parent an individualized student report about the performance of their child(ren) on the state assessments [ESEA Section 1116];
- \*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 out of field; 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**

**Date Signed**

**Mission Statement** (Optional)

## Involvement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decision making regarding how funds for parental involvement will be used [ESEA Section 1116]

Response:

All parents are invited to attend quarterly School/Title I Parent Advisory Council meetings through backpack mailings, newsletters, our parent call out system, and parent involvement tables at open house. These meetings are a forum to review, discuss, and amend the School Improvement Plan, Parent Involvement Plan, and Title I Compact. Administration will send home monthly calendars, post announcements on the school website and school marquee, as well as utilize the calling system to notify families of Title I school events and activities. The school will provide on-going opportunities to parents of children served by the school through: Curriculum Night, parent conferences, Family Literacy Events, Math/Science Parent training, FSA Parent Night, ELL Parent Night, ESE Parent Nights, Kindergarten Night, Math Night, BINGO for Books, STEAM Night. Parents will be asked to do an evaluation form each parent night. Data and feedback will be used to enhance future parent involvement opportunities. Parents will be provided on-going opportunities for input into the Title I Parent Involvement Plan and school improvement through the SAC process. Minutes and sign-in sheets from all meetings will be kept on file and posted on the website for parent review. All parent involvement sign-in sheets will be kept on file. The school also maintains a parent resource center with materials checkout which includes cross curricular materials, books, and computer checkout.

## 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 [ESEA Section 1116].

Count	Program	Coordination
	VPK/Pre K ESE	Flagler County participates in the Volusia/Flagler Early Learning Coalition. Students who are in Pre-K ESE classes and who are at least 4 years by Sept. 1st can participate in VPK classes for age appropriate mainstreaming. VPK and child care students also participate in recess/PE time with age appropriate Pre-K ESE students.
2	Title II A	New Teacher Mentor Program
3	Title I and III	Funds are provided for translation of communication to parents and also pays for TRANSACT for online parent letters/school forms in multiple languages.
4	Title IV	Ala Carte Federal Lunch Program

## Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual parent meeting designed to inform parents and families of participating children about the Title I program, the nature of the Title I program (school-wide or targeted assistance), how the meeting will cover the Adequate 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.

Response: Prior to the annual Title I Parent Meeting, a presentation will be prepared that includes school data (Title I school status, assessment data data, behavior, parent involvement numbers, survey results, etc...). In addition, the following will be discussed/shared with parents: School Choice, SES services (tutoring), and the rights of parents. A callout will done to invite parents, as well as sending a backpack flyer home.

Account	Content/Type of Activity	Person Responsible	Timeline	Evidence of Effectiveness
1	Title I Parent Advisory Annual Meeting	Principal	September 2017	Minutes, Agendas, Parent sign-in sheets, parent survey
2	Curriculum Night-parents are reminded of the Title I parent meeting that is held each year	Administration, Guidance, Academic Coaches, Classr	September 2017	Sign-ins, parent feedback, minutes, parent survey
3	Parent Conferences-Title I Compacts are discussed/signed at Parent Conferences	Administration, Guidance, Academic Coaches, Classr	Quarterly	Sign-ins, parent feedback, minutes, parent survey

## 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 and family engagement [ESEA Section 1116].

The school will hold quarterly SAC/Title I Parent Advisory Council meetings with childcare provided. Parent visits will be made via the Title I Parent Specialist and district social worker to address academic and attendance issues when the parent has been unreachable through conferences or phone contact. The school will provide on-going opportunities to parents of children served by the school through: Curriculum Night, parent conferences, Literacy Events, Math/Science Parent training, FSA Parent Night, ELL Parent Night, ESE Parent Nights, BINGO for books, Kindergarten Night, Math Nights, and STEAM Nights. When needed, childcare will be provided for evening or morning meetings when possible. Information is made available through afternoon and evening meetings. The District social worker and parent specialist will conduct home visits as needed. Parent information is being made available on the website for 24 hour access.

## Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parental/family involvement, in order to ensure effective involvement of parents 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 work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent/family engagement activities under [ESEA Section 1116].

Account	Content/Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
	Reading/Literacy: Families Building Better Readers; Reading Strategies	Smith/Newman	Increased reading vocabulary, fluency and comprehension	Fall 2017	Parent Feedback, Guided Reading Data
	STEAM Night	Sanfilippo/Blanchard/Grade Level Lead Teachers	Increased math/science scores	Fall/Spring 2017-2018	Math and Science benchmark data, FSA Scores, SAT10 scores
	Assessment/Student Achievement: FSA Parent Night; ELL	Academic Coaches; Admin.;	Parent Involvement-research shows	On-going 2017-2018	Increased parent involvement as indicated by

	Parent Night	Guidance	students achievement increases when parents are involved		meeting sign in sheets.
	Kindergarten Night-What to Know B4 You Go	Kinder Teachers/Smith	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.	May 2018	Increased parent involvement as indicated by meeting sign in sheets.
	BINGO for Books	Media Specialist/Smith	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.	Spring 2018	Increased parent involvement as indicated by meeting sign in sheets.
	How to Talk So Kids Will Learn	Breeding-guidance	Provides strategies for parents to use when helping their children with school work.	Spring 2018	Increased parent involvement as indicated by meeting sign in sheets.
	Technology/Parent Resources Night	Technology Team Rep (TBD), Academic Coaches, Admin	Provides information regarding electronic resources available to parents/students and how to best utilize them.	Fall 2017	Increased parent involvement as indicated by meeting sign in sheets.
	Hour of Code/Computer	Westly/Science Reps from	increased math/science	Winter 2017	Increased parent involvement as

	Science Week	Grade Levels	scores		indicated by meeting sign in sheets.
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## Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional personnel, principals, other school leaders and other staff with the assistance of parents/families, in the value and utility of contributions of parents/families, including how to reach out to, communicate with, and work with parents/families as equal partners. Include implementation and coordinating of parent/family programs and in details of building ties between parents/families and the school. [ESEA Section 116]

Account	Content/Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Effective Parent Conferencing (building ties between home and school, communicating and working with parents, value of parental involvement)	Academic Coaches/Guidance	Parent Involvement-research shows students achievement increases when parents are involved.	Sept./Oct. 2017	Increased parent involvement as indicated by meeting sign in sheets.
2	Professional Development on parent involvement	coaches/admin	Parent Involvement-research shows students achievement increases when parents are involved.	Oct/Nov 2017	Increased parent involvement as indicated by meeting sign in sheets.

## **Other Activities**

Describe how other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children [Section ESEA 1116].

Response: Parent Resource Center-The person responsible (Media Specialist) will open media for parents and students to access media checkout and parent resource checkout. This will continue throughout the year on a weekly basis. The District Parent Specialist will also be at the school site on a regular basis to train parents and assist in developing our parent resource center. Parents will be notified and reminded of this service by newsletter, callout system, and at parent conferences. Evaluation of this program will be through increased use (parent sign-in sheets, circulation data, and parent feedback.

Continue to implement the WATCH D.O.G.S. (Dads of Great Students) program- This is a father involvement initiative of the National Center for Fathering that organizes fathers and father figures in order to provide positive male role models for the students and to enhance school security. During our curriculum night, guidance counselors and teachers will share information about the program. There will also be an evening event where all male parents, guardians, etc...of students are invited to come to an informational meeting and sign up to be a Watch DOG at BES. From there, the counselors will set up the visit and make contact with the Watch DOGS. Evidence of effectiveness will be increased number of Watch DOGS participating in the program.

## **Communication**

Describe how the school will provide parents 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 achievement levels students are expected to obtain;

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, how the school will submit the parents/families comments [ESEA Section 1116]

Response: The school will make all notifications available on the school website, and they will be sent home in backpack mailings. Quarterly SAC/Title I Parent advisory Council meetings will provide a forum for parent input into programs. If the Parent Involvement Plan does not meet the approval of parents, they may share concerns/suggestions at the SAC meeting when the information is presented. Parents may also reach out to the Principal to meet and discuss the plan further. Open house, regular parent

conferences and classroom newsletters will provide parents with information pertaining to their child. At the beginning of the school year, the Student Handbook is sent to all students/parents to review. Parent letters are sent home regarding school grades, Choice with Transportation, Title I tutoring, and Highly Qualified Teachers. These letters go home in the mail, in backpacks, and are posted on the school and district websites. All parent communication is kept on file at the school in a parent communication folder/notebook for documentation purposes and is sent in the child's native language when possible.

## Accessibility

Describe how the school will provide full opportunities for participation in parent/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/family 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: Title I Parent Specialist and district social worker home visits, ELL Parent Nights, multi-language documents (Spanish, Haitian Creole, Russian) provided by TRANSACT, ELL Parent Night, as well as translator and sign language services when needed. The school will secure Language/ASL translators as needed in order to ensure that parents can participate in parent meetings. All schools are handicap accessible.

## Discretionary Activities (optional)

Discretionary School Level Parental Involvement Policy Components: include any activities that are not required, but will be paid for through Title I, Part A funding (for example home visits, transportation for meeting, activities related to parent/family engagement, etc.

Account	Content/Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness

Attach Evidence of Input from Parents



Attach Parent-School Compact

Attach Evidence of Parent Involvement in Development of Parent-School Compact

## Below is the Evaluation of 2016-2017 Parental Involvement 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.

Account	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Math/Science/STEAM Nights	1	33	increased math/science scores
2	Assessment/Student Achievement: FCAT parent Night	1	20	Parent involvement-research shows students achievement increases when parents are involved.
3	Kindergarten Night-What to Know B4 You Go	1	n/a	increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
4	BINGO For Books	1	55	Increased academic achievement and parent

				involvement-research shows students achievement increases when parents are involved.
5	Open House	1	369	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
6	Parent Conferences	2	598	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
7	Hour of Code Family Night	1	35	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
8	ESOL Parent Night	1	31	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
9	Literacy Night	1	24	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
10	Title I Annual Meeting	1	40	Increased academic achievement and parent

				involvement-research shows students achievement increases when parents are involved.
11	Family Art Show	1	210	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.
12	Watch Dogs-Parent Information Night	1	30	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved
13	Honor Roll Ceremony	3	200	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved
14	SAC Meetings	3	40 12 17	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved
15	Drive In Reading Night	1	32	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved
16	Reading Mystery Night	1	13	Increased academic achievement and parent

				involvement-research shows students achievement increases when parents are involved.
17	Media/Technology Parent Showcase	1	47	Increased academic achievement and parent involvement-research shows students achievement increases when parents are involved.

**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.

Account	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Effective Parent Conferences	2	14	Increased SAT10/FSA scores due to parent involvement and positive home/school relationships
2				
3				
4				
5				
6				
7				
8				
9				
10				

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year. Include a description of 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) [ESEA Section 1116].

Account	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Childcare not always available	Plan to have childcare available
2	Evening meetings occur during the dinner hour	Plan to serve meals when possible

**Best Practices (Optional)**

Describe the parental involvement 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)

Account	Content/Purpose	Description of the Activity