

2020-2021 Parent and Family Engagement Plan

School Name	Orange Center Elementary
LEA	Orange County Public Schools

The following is to ensure school-level parent and family engagement plans 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 above named school agrees to the following assurances:

- Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Jointly develop/revise plan with parent and make available to the local community;
- Involve parents and families in planning, reviewing, and improving school wide program plan;
- Use the findings of parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan;
- Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
- Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Mission Statement

<p>1. Does the mission statement include: How the parent and family engagement plan is a shared responsibility?</p> <p>How the parent and family engagement</p>	<p>Our mission statement is with the support of families and the community, we create enriching and diverse pathways that lead our students to success.</p> <p>Orange Center Elementary School aims to enact sustainable and purposeful family engagement that will increase students' academic, social and emotional success based on measurable</p>
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<p>plan will assist in providing high quality instruction for all learners?</p>	<p>quarterly student progress reports. We are committed to working collectively with families and community members to develop a plan with activities and events that support high quality instruction for all students. We will host multiple curriculum events, conferences and/or workshops aligned to grade level standards involving all stakeholders.</p>
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Involvement of Parents

<p>2. Does the plan include: How the school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used [ESEA Section 1116]?</p>	<p>Orange Center Elementary School will ensure there is organized, ongoing and timely communication that encourages family involvement such as:</p> <ul style="list-style-type: none"> ▪ Home-to-school and school-to-home communication in English and/or other languages ▪ Student planners ▪ Flyers ▪ Newsletters ▪ Connect Orange messages ▪ Twitter ▪ Facebook ▪ Email ▪ Other modes of communication as appropriate <p>Orange Center Elementary School welcomes parents, families and community members to be a part of planning, reviewing and improving the decision making regarding the School Improvement Plan and Title I funds. The following are ways the aforementioned stakeholders can participate:</p> <p>Attending:</p> <ul style="list-style-type: none"> ▪ School Advisory Council (SAC) meetings ▪ Multilingual Parent Leadership Council (MPLC) meetings ▪ Title I Annual Meeting <p>Review/Discuss:</p> <ul style="list-style-type: none"> ▪ School Improvement Plan ▪ Parent and Family Engagement Plan
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Coordination and Integration with Other Federal Programs

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<p>3. Does the plan include: How the school will coordinate and integrate parent and family engagement programs and activities?</p> <p>How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?</p>	<p>Orange Center Elementary School will coordinate and integrate parent and family engagement programs and activities at least three times during the school year. There are three planned Academic Parent Partnership Nights scheduled throughout the year. These activity nights will teach parents how to help their child(ren) at home through the implementation of various best known practices that are linked to learning. Below you will find the delineated program and coordination for each school-based program.</p>
Program	Coordination
Pre-Kindergarten	Orange Center Elementary's Pre-kindergarten teacher and paraprofessional will provide an opportunity for the students in this program to engage in an orientation to kindergarten in the spring, which will include a kindergarten classroom visit. Pre-k families will also be invited/included in all Family Night events.
Kindergarten – Varying Exceptionalities and (1st – 5th) Autism Spectrum Disorders ESE - IDEA	Orange Center Elementary School will work with the ESE teacher to coordinate student transitions into regular education classrooms for instruction in standard-based curriculum and/or social skills interactions with all their peers.
Title I	School administration and the Title I contact will coordinate with the Title I office to provide opportunities for parent and family engagement at home, school and in the community.
Title I	The school will continue to work to familiarize parents with the Florida State Standards. Teachers will continue to unpack these standards with the use of Title II funds used to implement the collaborative planning professional learning communities, staff development and additional planning days.
Title X	McKinney Vento Program provides support to our homeless students.

Annual Parent Meeting

<p>4. Does the plan include: A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of</p>	<p>Orange Center Elementary will host an annual Title I meeting to inform parents and families of the Title I program. The agenda for this meeting will include the following information:</p> <ul style="list-style-type: none"> ▪ Annual Yearly Progress (AYP) via PowerPoint Presentation and/or handouts
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<p>participating children about the school's Title I program?</p> <p>A description of the nature of the Title I Program that is shared with parents (school wide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?</p>	<ul style="list-style-type: none"> ▪ School Choice via district handouts with policies/procedures ▪ The rights of parents via brochure and other resources <p>Parents and families are informed of the nature of the Title I program by the following statement:</p> <p>Title I provides local educational agencies (LEA) resources that help children gain a high-quality education and the skills to master the Florida Standards. Title I provides additional resources to schools with economically disadvantaged students. These resources provide additional teachers, professional development, extra time for teaching, parent involvement activities, and other activities designed to raise student achievement. Two models are used in Title I schools to provide these services. Orange Center Elementary School currently use the school wide reform model that provides all students with access to services. The other model is the targeted assistance model which provide services to select students in a Title I school.</p> <p>http://www.fldoe.org/bsa/title1/titlecompile.asp Orange County Public Schools district's Title I website at: https://www.ocps.net/departments/titlei.</p>
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Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Notices sent home to parents in English and/or other languages	Title I Coordinator	January 7, 2021	Copy of notice with the date of dissemination
Annual meeting date posted on the marquee	Title I Coordinator	January 7, 2021	Picture and date posted
Agenda and presentation materials developed	School Administrators	January 12, 2021	Copies of Agenda
Connect Orange message sent	School Administrators	January 7, 2021 January 15, 2021	Copy of message
Develop sign-in sheets	School Administrators	January 12, 2021	Sign-in sheets for Title I meeting and classrooms
Conduct Title I Annual Meeting	School Administrators	January 19, 2021	Copies of Agenda and handouts
Maintain Title I documentation	Title I Coordinator	August 3, 2020 - June 4, 2021	Copies of all documents

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Flexible Parent Meetings

<p>5. Does the plan include: How will the school offer a flexible number of meetings, such as meeting in the morning or evening?</p> <p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>Orange Center Elementary School will offer a number of flexible parent meetings by implementing the following:</p> <ul style="list-style-type: none"> • Morning, afternoon and evening opportunities for activities and teacher conferences • Developing and distributing a yearlong calendar in the first weeks of school with update as needed • Conduct parent surveys and use results to accommodate most requested times for school-wide activities <p>As it pertains to services related to parent and family engagement, the school will provide the following:</p> <p>Cover the transportation cost to at least one of the Parent Academy events.</p> <p>Provide staffing for a childcare room with OCPS staff member(s) for parents to utilize during parent activities as applicable</p>
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Building Capacity

<p>6. Does the plan include: How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families to work with their child(ren)?</p>	<p>Orange Center Elementary School takes pride in building the capacity of all key stakeholders who play a vital role in the academic success of our students.</p> <p>We provide both internal and external workshops and activities that strengthen these relationships throughout the school year. Through the implementation of activities during and after school, community members and organizations can volunteer to support through our Partners In Education (PIE) coordinators as well as the ADDitions Volunteer coordinator.</p> <p>Community and business partners are encouraged to take part in activities and workshops that open new avenues of ideas in both college and career opportunities. These opportunities would take place during Teach-In, mentoring and Career Day workshops with some specifically in the fields of Science, Technology, Engineering and Mathematics. Students will also have opportunities to meet volunteer community members who participate in the Soldiers to Scholars program through the University of Central Florida.</p>
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How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?	<p>Our Parent Engagement Liaison (PEL) will be a main point of contact for parents to receive resources, support, and information about activities that engage parents and family.</p> <p>Below are the specific steps that Orange Center Elementary School will take to build capacity for meaningful parent and family engagement.</p>
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Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Meet the Teacher	Instructional staff	Teachers will introduce classroom expectations, routines, and establish rapport.	August	Connect Orange, Marquee, Flyers
Open House	Instructional staff	Teachers preview grade level expectations for the year. Teachers explain education terminology in a way that all are able to understand. We will accompany these terms with a definition and model strategies accordingly.	September	Connect Orange, Marquee, Flyers
Academic Parent Partnership Night	Classroom teachers	Teachers hold parent meetings to discuss 2020-2021 expectations and most current assessment results for both reading and math. Parents will receive their individual child's test results, expectations, progress toward benchmarks, and establish a goal for their child's progress as well as activities that will help to improve their child's academic success.	Quarterly	Parent Conference communication logs, Connect Orange, Marquee, Flyers and individual student folders
Curriculum PLC's	Instructional Staff	Teachers will discuss grade level standards for reading, writing and math. Parents will be given strategies and resources to assist their child(ren) at home.	Spring	PLC minutes, handouts
Family Curriculum Nights (literacy,	Instructional Staff	Parents will interact with their students while learning a targeted skill.	November January February	

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math and science, and the arts)			March	
Weekly Previews, daily planners, school website, Facebook and Twitter, Connect Orange Messenger	Administration Teachers PEL	Parents and students will have access to information about school events/activities	Ongoing	Weekly Preview samples, websites, survey feedback, Messenger emails
Regularly scheduled SAC Meetings	Principal, Assistant Principal, Parents and Community Partners	All stakeholders will actively participate in the decision-making process for the school	Ongoing	Meeting minutes, agendas

Staff Development

<p>7. Does the plan include: A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff:</p> <ul style="list-style-type: none"> - with the assistance of parents/families, in the value and utility of contributions of parents/families? - in how to reach out to, communicate with, and work with parents/families as equal partners? - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]? 	<p>Orange Center Elementary School strives to build the capacity of all school staff. Throughout the year, various professional development activities are provided to educate the teachers, specialized instructional support personnel, administrators, other school leaders and other staff to learn new skills and approaches to engage parents and families.</p> <p>Below are the specific activities and tasks that Orange Center Elementary School will implement to build capacity for meaningful parent and family engagement.</p>			
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Staff Development: Understanding Student Assessments: What Do The Numbers Mean and How to Communicate Information to Parents	School administration	Information given about what iReady Scores and FSA scores really mean. Teachers provide this information to support students and families academically	August	Agenda, handouts
Parent and Family Engagement Professional Development Module 1 Building Strong Partnerships with Parents and Families	School administration, Title I coordinator, PEL	Improved school staff resources to create a welcoming school environment, understand and value the importance of parent and family engagement, and maintain strong school to home Partnerships	September January	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 2: Building Ties Between Home and School	School administration, Title I coordinator, PEL	Improved ability of staff to work with parents and families	February	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 3: Implementation and Coordination of Parent and Family Engagement Programs	School administration, Title I coordinator, PEL	Increased parent and family participation in school activities which support student achievement	March	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 4: Communicating and Working with	School administration, Title I coordinator	Improved relationship, communication and collaboration between parents and school	May	Sign-in sheets, exit slips

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Parents as Equal Partners			
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Other Activities

<p>8. Does the plan include: How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?</p>	<p>Orange Center Elementary School will use various school resources to assist parents and families with their needs.</p> <ul style="list-style-type: none"> • Our resource center includes information about but not limited to the following <ul style="list-style-type: none"> o Homeless Education o Retention o Counseling Services o Exceptional Education Services o Behavioral Support Services o And other resources outside of the school • The Media Center offers computer access to allow students and parent's access to district applications and other materials during extended hours weekly. • District Parent Academy and Virtual Academy events offered throughout the year. <p>Below are the specific activities and tasks that Orange Center Elementary School will use to encourage and support parents and families in more meaningful engagement in the education of their child(ren).</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Resource Center	Guidance Counselor, ESE Contact, Parent Engagement Liaison	Ongoing	Sign-in Sheets
Media Center	Subject Area Committees, Parent Engagement Liaison	Ongoing	Sign-in Sheets
Virtual Academy	Parent Engagement Liaison; Subject Area Committee	December	Parent registration, Media Center Sign-in sheet
Parent Academy	Parent Engagement Liaison	September, November January, March, May	Pictures, Parent Registration, Flyers

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Communication

<p>9. Does the plan include: How the school will provide timely information about the Title I programs?</p> <p>How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?</p> <p>How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?</p> <p>How the school will submit parents/ families comments if the school wide plan is not satisfactory to them [ESEA Section 1116]?</p>	<p>Orange Center Elementary School will maintain timely communication about Title I programs through the following:</p> <ul style="list-style-type: none"> • Hosting the Title I Annual Meeting • Conducting quarterly New Parent Orientation for parents new to the school to cover Title I programs <p>Teachers and other staff members will support parents' understanding of curriculum, forms and assessments used to measure progress and expected achievement through the following:</p> <ul style="list-style-type: none"> • School Compact • Academic Parent Partnership Nights (APPN) • Skyward • Planners • Parent Conferences • Connect Orange Messages • And other school communication methods <p>Parents will be included in the formulation of suggestions and decision making through the following:</p> <ul style="list-style-type: none"> • One-on-one meetings with teachers, administrators, and/or support personnel • Parent Surveys <p>Participation in SAC to review the School Improvement Plan (SIP), Parent and Family Engagement Plan (PFEP), and School Compact</p> <p>If the school-wide plan is not satisfactory to parents, feedback will be presented at the SAC meeting for discussion, review, and needed updates.</p>
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Accessibility

10. Does the plan include:	Orange Center Elementary School will establish numerous opportunities for parents and families to participate in school
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<p>A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> <p>A description of how the school will share information related to school an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?</p>	<p>activities through ensuring multiple levels of access for parents and families. The following methods will be used:</p> <ul style="list-style-type: none"> • Family Nights will have translators on site to assist ELL families upon request. • Offer activities at multiple times throughout the day for parents and families to participate during the morning, evening and afternoon. <p>We will share information through various best known practices in multiple languages in order to reach the highest number of parents and families. The following outlines some of those methods:</p> <ul style="list-style-type: none"> • Home-to-school and school-to-home communication in English and/or other languages • Student planners • Flyers • Newsletters • Connect Ed messages • School Website • Facebook • Twitter • Email • And other known best practices as needed
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Discretionary Activities

<p>11. Does the plan include: Any activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to parent/family engagement, etc.)</p>	<p>Orange Center Elementary School will pay for teachers to conduct home visits for incoming Kindergarten students and transportation for Parent Academy meetings.</p>			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Home Visits	PEL/Teacher	Parents will develop a relationship with school staff which	September – March	Kindergarten student academic

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		will promote a positive school and home partnership to increase student achievement.	diagnostics (iReady) in reading and math will have at least 75% proficiency.
Parent Academy Meeting	Staff	Parents will learn information that will in turn better prepare them to help their children in their academic, social and behavioral goals.	September – April Student academic proficiency will increase in ELA, Math and Science. Student discipline referrals will decrease from the 2018-2019 school year data.

Barriers

<p>12. Does the plan include: A description of the barriers that hindered participation by parents during the previous school year?</p> <p>A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children [ESEA Section 1116]?)</p>	<p>After reviewing the previous years' Parent and Family Engagement Plan and accompanying feedback, Orange Center Elementary School acknowledges the existence of the following barriers to parent and family engagement:</p> <ul style="list-style-type: none"> • Economically disadvantaged • Education <p>Below are the specific steps that Orange Center Elementary School will take to address barriers that existed in the previous year.</p>
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Economically disadvantaged (FRL) Provide	Provide food during some evening events, free lunch for all students, clothing, Thanksgiving food baskets, holiday gifts and food.
Education barrier (FRL, SWD, ELL)	Open House -preview of the grade level expectations for the year. Explain education terminology in a way that all are able to

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Date	6-17-2020
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Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- Parent survey of previous year's events and activities
- Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- Parent Feedback Summary of PFEP Evaluation
- Parent and Family Engagement Activities Tracking Form

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	understand (i.e. Instead of just using the words fluency, fact family, etc.) we will accompany these terms with a definition and model strategies accordingly.
Language barrier (ELL)	Provide Spanish and sign language translation as needed.

School-Parent Compact

<p>13. Does the plan include: As a component of the school-level parental involvement policy/plan, 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?</p>	<p>Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.</p>
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Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by

This policy/plan was adopted by the school on 6/18/20 and will be in effect for the period of 2020-2021.

The School will distribute this policy to all parents of participating Title I, Part A children on or before Sept 1, 2020.

Signature of Authorized Personnel	<i>Fredrick Brooks</i>
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