

Title I, Part A Parent and Family Engagement Policy Manatee School of Arts & Sciences (2101) 2017-2018

Parent and Family Engagement Mission Statement

Enter your Parent and Family Engagement mission statement below. Describe how parent and family engagement will assist in providing high quality instruction for all learners. The mission statement should:

- Reflect the beliefs or values the school holds regarding the importance of family engagement;
- Explain the purpose of the parent and family engagement program;
- Be written in parent friendly language;
- Inspire stakeholders to be engaged and supportive of the program; and
- Be different from your school mission statement.

RESPONSE:

We believe through the arts and sciences our school will create an atmosphere in which all students will be intrinsically motivated. Low child to teacher ratio, family contracts and community interaction facilitates the students' ability to construct their own knowledge. We maintain high expectations for all students to grow academically, physically, emotionally, and socially in order to continue their growth as citizens and their love of Manatee County.

2017-2018 Involvement of Stakeholders (Parents, Families, School Personnel and Community)

Describe 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]

RESPONSE:

We believe in the meaningful involvement of parents and family, in school level and district planning, to design initiatives that promote family participation, to improve student achievement. The assessment identified no areas of significant weakness; however, we know from parent comments throughout the year that communication between the school and parents needs to improve a great deal. We applied the need for communication and other staff perceived weaknesses and develop a written parent involvement plan and compact. The plan and compact identify what steps will be taken, who will be involved, what materials will be needed, when it will be done and how we will measure success. Parent meetings are held at various times to provide opportunities for meaningful two-way communication to share information and to discuss and carefully deliberate changes that are needed to the PIP. All parents in attendance are given the opportunity to review the plan and offer input prior to approval. The plan and compact detail the specific parent activities and strategies that we will offer throughout the year such as Family Fun Nights, Masterpiece Showcases, Open House nights, and welcoming parents as volunteers.

We also utilize of weekly newsletters and ClassDOJO, an online application, to inform parents of events and activities. Additionally, we use FOCUS, an online student tracking system, to inform parents about attendance and academic progress.

We believe in involving parents in all aspects of our school. Our staff has the responsibility of developing, implementing, and evaluating the various school level plans with input from the parents. Parent meetings are held at various times to provide additional opportunities for the involvement of more parents to discuss and carefully deliberate changes that are needed to the PIP. Results of the parent surveys are reviewed by parents and staff members to determine needed changes. Input is gathered during parent meetings regarding how parental involvement funds will be used.

2017-2018 Coordination and Integration

Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities. Include 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]

Count <i>(add or remove rows as needed)</i>	Program	Coordination
1	Title I	We will collaborate with the District's Title I resource staff to maintain compliance and exemplary practices.
2	Homeless	We will work together with Project Heart to provide resources, school supplies and uniforms for homeless students to remain in school.
3	ESOL	We will work with our ESOL/Migrant HSL to assist with communication, increase communication and accessibility for non-English speaking families.
4	IDEA	We collaborate with our ESE department and ESE teachers to provide and offer supplemental instructional support for parents during the development of the student's IEP.
5	OSA	We will work with OSA to provide choice opportunities for our families.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

Count	Activities and Tasks	Person Responsible	Timeline	Evidence of Effectiveness
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1	Develop agenda, handouts, and/or presentation materials that address the required components	Principal or designee	July/August 2017	Copies of documents uploaded to the online crate/paper copies housed in the office.
2	Develop and disseminate invitations (flyers, ConnectEd calls, texts, newsletters, etc.)	Principal or designee	August	Copies of invitations, call logs, and sign-in sheets uploaded to the online crate, /ClassDOJO message logs, copies of newsletters
3	Hold the Meeting	Principal or designee	September 19, 2017	Agenda/Sign-in Sheet/ Notes uploaded to the online crate
4	Evaluate the Meeting	Principal or designee	September 2017	Aggregated Evaluation Form/Notes uploaded to the online crate

Parent Notifications

Describe how the school will provide each family with timely notice information regarding the following:

- the parent's right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- how the school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments
- how the school will 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 teachers who is out of field? [ESEA Section 1116]

RESPONSE:

All of this information is provided Parent Right to Know Letter that was sent out on August 10, 2017 in both English and Spanish.

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 [ESEA Section 1116]

RESPONSE:

We provide family events at various times and on various days which include academic and social components. We make every attempt to make information available to parents who are unable to attend the events.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement, 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/families work with their child(ren) to improve academic achievement. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116.

Count(<i>add or remove rows as needed</i>)	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Family Nights	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement.	On going	Agenda, sign-in, notes
2	Actively recruit parents and community members to volunteer at school	Principal or designee	Higher levels of parent's awareness correlates to higher levels of student achievement.	On going	Volunteer sign-in

Staff Development

Describe the professional development activities the school will provide, with the assistance of parents/families, to educate the teachers, specialized instructional support personnel, school leaders, and other staff in the following:

- the value and utility of contributions of parents/families
- how to reach out to, communicate with, and work with parents/families as equal partners, and
- implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Count	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Staff Training	Principal	Higher levels of parent's awareness correlates to higher levels of student achievement.	Fall	Sign-in Sheet; PD
2	Actively recruit parents and community members to volunteer at school	Principal	Higher levels of parent's awareness correlates to higher levels of student achievement.	On going	Volunteer sign-in

Other Activities

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

RESPONSE:

We offer Family Nights and Showcases for our and their child(ren) because higher levels of parent awareness correlates to higher levels of student achievement. During Open House events, staff members demonstrate lessons for parents so that parents will be able to duplicate the activities with their child at home.

All below dates are subject to change:

August 3rd, 2017 - Open House

September 19th, 2017 - Annual Title I Meeting

October 19th, 2017 - Report Card Night

December 12th, 2017 - Star Wars Family Fun Night

May 10th, 2017 - End of Year Open House

October, December, March, and May- Masterpiece Showcases

Communication

Describe how the school will provide parents and families of participating children the following [ESEA Section 1116]:

- 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 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
- If the schoolwide program plan under 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:

We hold a general meetings where information will be presented about the Title I program, the curriculum and academic assessments. Written communication will be available in English and Spanish. Interpreters will be available to all parents, if possible, to ensure that parents are able to fully participate in their child's education. This includes translation services for deaf and blind parents.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (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 [ESEA Section 1116]:

RESPONSE:

The school will provide opportunities for participation in the parent involvement activities including parents with limited English proficiency, disabilities, and migratory children. In addition to weekly newsletters being sent home, all meetings are posted on our school website. The MSAS facility is fully disability accessible.

We will conduct conferences with parents at least twice a year, with follow up as needed. Conference times will accommodate the varied schedules of parents, when possible. We will communicate with parents regarding positive student behavior and achievement. We will be reaching out to all families, not just those who attend parent meetings by posting information on our website and/or newsletter.

Discretionary Activities

Describe any activities that are not required, but will be paid for through Title I, Part A funding [for example, home visits by school staff (including GETs and Home School Liaisons), transportation for meetings, activities related to parent/family engagement, etc.]

RESPONSE:

Discretionary School Level Parental Involvement Policy Components: The school does not plan to implement discretionary parental involvement activities.

Uploads

Please prepare evidences below. Refer to your Beginning of the Year Timeline and Title I Crate for resources and sample documents.

2016-17 Title I Crate

- Evidence of parent input in the development of the school SIP/Title I Plan and Title I Budget (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of parent input in the development of the school Parent and Family Engagement Policy (PFEP) (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of Parent Involvement in the Development of the Parent-School Compact (Invitation, meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)

2017-18 Title I Crate

- Copy of the school SIP or Title I Plan (charter)
- Copy of the Parent and Family Engagement Policy (PFEP) (parent-friendly version)
- Copy of the Parent-School Compact (Final in all languages)

Manatee School of Arts & Sciences

2017-18 Parent-School Compact

The Manatee School of Arts & Sciences and the parents of the students participating in activities, services, and programs agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

As a school, we will:

- Provide a high-quality effective learning environment that is safe and that enables the student to meet the State’s student academic achievement standards
- Provide ongoing two-way communication between teachers and parents through parent-teacher-student conferences and frequent reports to parents
- Provide reasonable access to staff through an “open door” policy
- Provide opportunities for parents to volunteer at the school
- Provide a mutually respectful relationship between all parties (students, parents, teachers, and volunteers)

As a parent, I will:

- Support my child’s learning by ensuring that he/she has proper rest and nutrition and attends school on time and on a regular basis
- Support my child’s learning by ensuring that he/she attends school on time and on a regular basis
- Support my child’s learning by reading with him/her
- Help set a positive tone for learning with my child
- Participate in decisions relating to the education of my child through a mutually respectful relationship with school staff
- Provide a mutually respectful relationship between all parties (students, parents, teachers, and volunteers)
- Provide a time for homework completion (“perfect practice”) and ensure homework is completed and turned by the due date
- Support my child’s class/school (i.e. helping in class/school, volunteering in my child’s classroom/school, communicating with my child’s teachers, attending school events when possible, etc.)

As a student, I will:

- Attend school on time and on a regular basis
- Proudly follow the behavioral expectations taught at our school
- Ask questions when I am not sure about a lesson or an assignment
- Ensure all homework is completed and turned by the due date
- Make good choices like paying attention in class, staying on task, doing my best, and working hard at my schoolwork
- Be the very best “MSAS Gecko” that I can be, each and every day

Parent Name: _____
 Child’s Name: _____
 Teacher’s Name: _____

Date: _____
 Phone Number: _____