

FORT WHITE ELEMENTARY SCHOOL Title I, Part A Parent Family Engagement Plan

I, Thomas Lashley, 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.



10/13/17

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement

Response: The faculty, staff, administrators and students from Fort White Elementary School will provide the opportunities and educational environment that will allow each student to achieve a feeling of pride and become a winner everyday while mastering the Florida State Standards.

Involvement 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 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: The School Advisory Committee of Fort White Elementary is the group responsible for the planning, review, and improvement of the Title I program. At the beginning of each year, parent volunteers are recruited to serve on our School Advisory Council (SAC Committee) through fliers sent home with students, information presented at our Meet the Teacher and Open House, and through our website. Parent volunteer names are then combined with names of staff and community leaders to form our SAC Council, which will meet a minimum of 4 times during the school year. Discussion of the School Improvement Plan, Parent Involvement Plan, and Title I funds, including parent involvement and professional development funds, will take place during these monthly meetings, and will be documented by use of agendas, minutes, and sign in sheets. In addition to information received from parents during the SAC meetings, parent input is received through surveys sent home to every parent each year.

Fort White Elementary will provide parents with many opportunities to receive information and become an active participant in their child's education. Some of these opportunities include Meet the Teacher Day, Open House night, Title I Annual Meeting, Parent-Teacher Conferences, Parent Workshops, SAC & PTO meetings, and information sent home in fliers, newsletters, and provided on the website. We also conduct multiple Volunteer Orientation opportunities, which encourages parents to be involved in their child's education. At the end of each year, a survey is sent to the parents of each student asking for their input on the school climate and parent involvement activities from the current school year and activities they would like to see the following year.

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 1118(e)(4)].

count	Program	Coordination
1	Title II	Schools are provided with Instructional Coaches who work closely with the Curriculum Resource Teachers to provide staff with professional development in working effectively with parents. Instructional coaches are also available to assist with parent involvement activities as needed.
2	Title X	Parents and families of students classified as homeless are invited to participate in all Title I workshops and meetings. Funds are also provided for tutoring and school supplies.
3	IDEA	IDEA and Title I funds are coordinated to provide ESE students and parents with instructional support through the services of teachers and paraprofessionals for grades PKH-Grade 5. Parent involvement activities are discussed during IEP meetings and parents are invited to take advantage of the Parent Resource Room and participate in all parent involvement workshops and activities throughout the school year.
4	TIF	TIF funds are coordinated with Title I funds to provide schools with Teacher Support Colleagues, who are available for instructional support and parent involvement activities.
5	VPK	Fort White Elementary provides free Voluntary Pre-K in two classrooms for up to 40 four-year-olds each year. Each class is staffed with certified teachers will a full-time para to help successfully prepare children for school.
6	Columbia County Public Library	The public library offers a variety of programs to encourage parents to become more involved in literacy. The Fort White Branch of the library forwards fliers of their programs and activities and these are included in monthly newsletters.
7	Voluntary PreK	Parents of students enrolled in the two VPK classrooms are invited to participate in all parent activities on campus.
8	Suwannee Valley 4C's Head Start, Early Learning Coalition & daycares	Kindergarten teacher participates in workshop for VPK and Pre K daycare parents on what to expect in kindergarten and how they can assist in preparing the child for school. Community preschool and their children will be invited to kindergarten orientation, school tour, and kindergarten screenings.

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 (schoolwide or targeted assistance), Adequately 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 [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts and PowerPoint presentation, develop & deliver flyers.	Curriculum Resource Teacher	September 2017	Maintain copies of sign-in sheets, fliers, and handouts
2	Convene Annual Parent Meeting to discuss all requirements of Title I and rights of parents	Principal, Curriculum Resource Teacher	September 2017	At least 20% of parents returning Title I Survey will acknowledge attendance at Title I Annual Meeting
3	Maintain documentation of attendance at annual meeting	Curriculum Resource Teacher	September 2017	Copies of flier, agenda, handouts.

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 1118(c)(2)].

Response: One of the barriers we must overcome is that of parents working 20-30 miles from our community, rendering them unavailable for daytime conferences and contributing to the difficulty in making evening parent workshops.

The following steps will be taken to address the barriers:

Workshops will be offered to accommodate work schedules with food and childcare provided, when allowable.

Teachers will offer parent conferences before and after school to accommodate the schedules of parents, within reason.

Workshops and training opportunities will be offered during the school year during a variety of times and days to help ensure that parents have the opportunity to participate, using the parent survey to help determine the best days of the week. Workshop evaluations will be completed by those in attendance, to assist our school in ways to increase better parent involvement

Volunteer Orientation will be conducted twice at the beginning of the year and will be available for parents on an as-needed-basis to accommodate parents schedules.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental 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 [Section 1118(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 1118(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 1118(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Family Reading Night	Media Specialist	Student achievement due to parent involvement & promotion of involvement in reading	bi-monthly, September 2017- May 2018	Increase parent participation by 10% over 2016-2017 school year.
2	Study Skills Workshop to provide parents with strategies and activities with their children	Curriculum Resource Teacher, Instructional Staff	Student achievement due to parent involvement	1st Semester	Positive response on Parent evaluation conducted at the end of the workshop.
3	Reading/Math Workshop to provide parents with strategies and activities for working with their children	Curriculum Resource Teacher, Reading Coach, Instru	Student achievement due to parent involvement	2nd Semester	Positive response on Parent evaluation conducted at the end of the workshop.

4	Family Technology Night to expose parents to online technology available	Curriculum Resource Teacher, Technology Teacher	Students utilizing online resources at home will display an increase in academic performance.	1st Semester	Positive response on Parent evaluation conducted at the end of the workshop.
5	Parent Resource Room	Curriculum Resource Teacher	Provide materials and activities for parents to do with their children to support learning at home.	Throughout the year	Increase parent use of resource room by 10% over 2013-2014 school year.
6	Science Fair Night	Curriculum Resource Teacher	Provide information and materials to parents about county science fair.	1st Semester	Positive response on Parent evaluation conducted at the end of the workshop.
7	Science Open House	Curriculum Resource Teacher, Classroom Teachers	Student achievement due to parent involvement	1st Semester	Positive response on Parent evaluation conducted at the end of the workshop.
8	Parent Conferences	Classroom Teachers	Student achievement due to parent involvement	Minimum of twice per year	Increase in positive parent responses on the Title I end-of-year survey.
9	Kindergarten Orientation	CRT, kindergarten teachers, principal	Provides parents with information about kindergarten registration and expectations.	2nd Semester	Positive response on Parent evaluation conducted at the end of the orientation..
10	SAC Meetings	SAC Chairman, principal	Provide parents and community members with information about school initiatives to improve student achievement.	Throughout the year	Positive parent responses on end-of-the-year survey developed specifically for SAC members.
11	Title I Annual Meeting	CRT, principal	To provide parents information about the Title I initiative and resources available at Fort White Elementary.	1st Semester	Increase in positive parent responses on the Title I end-of-year survey.
12	Volunteer Orientation	CRT, Title I Para	Student success and achievement will increase due to increased volunteers in the school	Throughout the year	Volunteer hours donated and student assessment data will increase

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, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Positive Parent Communication	Curriculum Resource Teacher, Instructional Staff	To provide teachers information on how to build positive communication with parents	1st Semester	Increase by 5% the positive parent responses received about parent conferences in the Title I end-of-year survey.
2	Successful Parent – Teacher Conferences	Curriculum Resource Teacher	To provide teachers with information on conducting parent – teacher conferences	1st Semester	Increase by 5% the positive parent responses received about parent conferences in the Title I end-of-year survey.
3	Volunteer Training	Curriculum Resource Teacher	To provide teachers with ways to utilize volunteers in the classroom to improve student academic achievement	1st Semester	Increase by 5% the number of volunteer hours donated to Fort White Elementary over the 2016-2017 school year.
4	Title I Information Training for School Staff	Curriculum Resource Teacher	To provide information to staff on Title I programs and Title I information currently occurring on our campus, which can then be shared with parents when needed.	1st Semester	Positive responses on teacher survey about Title I information.

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 1118 (e)(4)].

Response:

Fort White Elementary will also offer the following activities to encourage and support parents:

Parent Resource Room available to provide material such as computer software, reading & math games, science activities, and academic review material for parents to checkout for home use. Parent Resource Room will be open each school day and will be open at least one Family Reading Night per month.

Provide parents with a monthly newsletter highlighting activities occurring on campus and highlights opportunities to assist their child with academic activities at home.

Communication and Accessibility

Describe how the school will provide full opportunities for participation in parental and 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 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 111f(f)].

Response: At the beginning of the year, parents are invited to Meet the Teacher, as well as Open House. During this meeting, parents are provided information about Fort White Elementary, how to schedule parent-teacher conferences, and invited to participate in the School Advisory Council in order to be involved in decisions related to the education of their child. Teachers also provide information to give the parents about the Florida State Standards, the subjects taught, assessments, student proficiency levels, and how parents can help at home.

At the Annual Title I Parent Meeting, information will be provided to the parents about the Title I programs, the curriculum, and academic assessments. Sign-in sheets for the meetings will be maintained in the Curriculum Resource Teacher's office. Information about the Title I programs are distributed through a Title I Summary and a Title I brochure, both sent home with students at the beginning of the year and with every new student throughout the year, and this information is also available on the school website and in the front office.

A Child-Teacher-Parent Compact is discussed and signed during a parent teacher conference held during first semester. The Parent Compact is reviewed and modified on a yearly basis by our District Parent Involvement committee. The compact is used during the course of the year at parent conferences, documenting student progress in math and reading, student goals, conferences and any other meaningful information.

Student progress is monitored through progress reports, which are sent home every 4.5 weeks, at a minimum. Various information provided in school newsletters, teacher notes, district curriculum grade level expectations, parent flyers, and student data reports are sent home quarterly to inform parents of student progress. Student progress is also monitored through district-wide progress monitoring tools, such as i Ready, with progress monitoring reports sent home three times per year. School and district websites offer information to parents concerning state assessments, parent trainings, in addition to providing resources for parents wanting to assist their children at home.

The Curriculum Resource Teacher maintains an activity log documenting activities which includes dates, times, day of week, number in attendance, who organized event, and what was used as an evaluation.

Discretionary Activities

Discretionary School Level Parental and Family Engagement Policy Components

The school parent and family engagement policy may include additional discretionary activities that the school, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement [Section 116(e)].

List all activities the school plans to implement: N/A

Supply Evidence of Input from Parents

Upload evidence of parent input in the development of the plan in the FA399 folder.

Supply Parent-School Compact

Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact in the FA399 folder.

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

Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact in the FA399 folder.

Evaluation of the previous year's 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 [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Family Reading Night	15	310	Increase in students' reading/ELA grades due to increased reading practice.
2	Technology Night	1	19	Increase parent involvement with their child to participate at home on the computer.
3	Science Fair Night	1	33	Increase in students' science grades/ scores due to increased knowledge of the scientific process.
4	Volunteer Orientations	21	186	Increase student grades/ scores due to an increase in tutoring through utilization of volunteers.
5	Sharing Title 1 Compact	114	620	Increase in students' reading/ELA and math grades do to parent involvement.
6	Literacy Night	1	114	Increase student love of learning through family activities.

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 [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	In-Service parent conferences	1	44	Increase in student achievement in all subjects due to positive interactions between teachers and parents concerning student progress.
2	In-Service using volunteers in the classroom	1	46	Increase the use of volunteers in the classroom to increase student achievement.

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include 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) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parents have a variety of work schedules, and often work 30 or more miles away from home.	Offer parent involvement opportunities during a variety of times to accommodate work schedules of parents.
2	Young children at home.	Provide child care during 1 parent involvement activity per semester.
3	Parents may be uncomfortable coming to school for parent involvement activities.	Provide parent involvement opportunities in area churches that are more comfortable for parents.
4	Parents are unaware of parent involvement activities.	Parent Involvement activities will be communicated to parents by way of newsletters, event flyers, the website, and School Messenger.

Best Practices

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective.

count	Content/Purpose	Description of the Activity
1	Literacy Night-Treasure Hunt	Families participated in a Treasure Hunt where they went to places and took part in activities promoting reading.