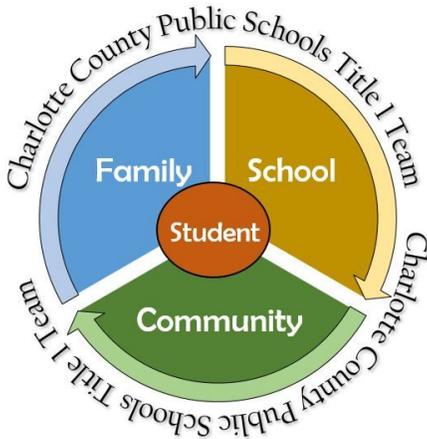


School Improvement and Parent & Family Engagement Plans

2018-2019



LIBERTY ELEMENTARY

2018-2019

INSTRUCTIONS

1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.
3. Upload to Google Doc **May 31, 2018** .

Evaluation of 2017-2018 School Year PFEP

BUILDING CAPACITY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Family Reading Experience	65	1,284	Students now have books on their level to read at home with their parents, in order to develop a love for reading.
Student Led Conferences	2	376	Students own their learning and are able to communicate their learning and progress with their parents.
Title I Annual Meeting- Parents gain information about Title I Services	1	460	Information shared with parents will help build partnership and offer opportunities for parent engagement to increase student achievement.

Family Engagement Conference	1	1	Our AFA gained some insight about what other schools are doing.
District Parent Involvement Planning Day	1	5	Team was able to reflect on the past year and see how we can improve for next school year.
Bring Your Child to School Day	1	100	Dad and kids celebrated the important role that dad plays in a child's life.
PTO Meetings	6	30	Building capacity for family support and progress monitoring school goals.
SAC Meetings	6	30	Building capacity for family support and progress monitoring school goals.
Quarterly Awards	4	1488	Building capacity for family support and progress monitoring school goals.
Chick Fil A Nights	5	150	Building a love for learning through engaging games and activities; encouraging family support.
Summer Slide Challenge	1	30	Building a love of reading; building capacity for family support at home.
Parent Workshops	2	15	Prep for Florida

			standards assessment and make and take games for literacy at home.
Parent Institute Weblink	On website		Not sure of impact because we cannot track use.
Patriot Picnic, Leadership Day	1	222	Building capacity with parents to increase student achievement and family support.
Winter Night with chorus	1		Cancelled this event
Fall Fest and Spring Bash Bookfair	2	141	Building a love of reading through age appropriate text, family support, and building capacity with parent
Math and Movement Night	1	33	Encouraging family support through building a love of math.

STAFF FAMILY ENGAGEMENT TRAINING SUMMARY

Content & Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
Presentation and updates to Family Nights during Pre Week, Staff Meetings, and Committee Meetings	1	50	Build capacity among staff/faculty to partner with parents and the larger school community.
Family Resource Center (FRE) Open Tuesday and Thursday 7:00-8:30. Facilitate Parent	2	15	Educate/Inform parents and helps them model good

visits			literacy habits and the love of reading.
Staff Meetings	11	330	Educate staff on how to reach out to, communicate with, and work with parents as equal partners.
Hooked on Family Engagement Conference	1	1	Builds capacity of lead point people to partner with parents and improve family engagement
School Committee Meetings	12	72	Plan and decide on school initiatives to build a love of learning.
District Title I Parent Involvement Planning Day	1	5	Build capacity among staff and faculty to partner with parent and community by reflecting and creating a clear plan.
Title I Achievement and Family Associate Monthly PLC	1	10	Build capacity of our key point person to support district initiatives.

2018-2019

SCHOOL IMPROVEMENT PLAN GOALS

GOALS (anticipated in your 18-19 SIP)	How will this goal be communicated to families?	How will families support this goal?
<p>To increase student achievement through standards based instruction, collaboration, and high effect size strategies.</p>	<p>The goal will be communicated to parents during our SAC and PTO meetings. We will also send communication home with students throughout the year.</p>	<p>We will have families support this by inviting them to attend academic family engagement events.</p> <p>We will have student led conference days to ensure parents are aware of grade level expectations and where their student falls on those expectations.</p> <p>We will send communication home with students.</p> <p>We will offer specific extended school day opportunities for bottom quartile students. Information will be communicated through robo calls and flyers.</p>

PARENT & FAMILY ENGAGEMENT PLAN

ASSURANCES

- The parents of Title I students are involved in decisions about how Title I funds are spent.
- A description of how your school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA.
- The plan was jointly developed/ revised with parent and made available to the local community.
- The parents and families are involved in planning, reviewing and improving the schoolwide program.
- How the plan uses the findings of the parent and family engagement plan to review design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will 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.
- 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 teacher who is assigned out of field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on State assessments. [ESEA section 1116]

Principal's Signature

Date Signed

MISSION STATEMENT

- ❑ The parent and family engagement plan is a shared responsibility.
- ❑ The parent and family engagement will assist in providing high quality instruction for all learners.

The parent involvement mission for LES is to support the teaching and learning of all students through a strong home-school partnership so that students can successfully prepare for college and/or career.

INVOLVEMENT OF PARENTS

- ❑ The school will involve the parents and families in 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.

In August LES asks for volunteers to participate as members of the Parent and Family Engagement Team for the school year. The group includes two parents, two teachers, two coaches, a Title 1 Para, and an assistant principal. At the end of the school year the team attends an all-day professional development workshop offered by the District Title 1 Team. The topics include Family Engagement with regards to student achievement, including working with parents as supporters, advocates, teachers and decision makers; building capacity through professional development for everyone; the use of funds for family engagement; and engaging with community members to plan and implement substantive work to improve student achievement. During the September 2018 SAC meeting the assistant principal and available Parent and Family Engagement Team members will meet to discuss the highlights of the 2018-19 Parent and Family Engagement Team and gain additional input from the SAC members. The Parent and Family Engagement Team will collaborate with SAC and larger school community to implement strategies and make adjustments as needed. As members leave the Parent and Family Engagement Team, recruits will be acquired and trained to replace outgoing members.

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

- ❑ The school will coordinate and integrate parent and family engagement programs and activities.
- ❑ The school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Program	Coordination
Title III	Assistance for English Language Learners- Lead Teacher, Reading and ESE Coach, Interpreter, EL professional-- all work with students and families
Title X	Social Worker works with students and families through the Homeless Coalition
Title X	Violence Prevention Outreach LES, with Social Worker, School Resource Officer, Charlotte Co Alliance for Safe and Drug Free Schools, and information provided to parents through the monthly school newsletter.
Head Start and VPK	VPK preparation for school, home visits are made
Federal Lunch Program	LES, with CHAMPS Cafe offer nutritious, daily breakfasts and lunches onsite for free for all students, with emphasis on baked, broiled and lean meats, fresh fruits and vegetables. Food calendars and nutrition information is sent home monthly to parents.
Headstart/VPK	Kindergarten Roundup is when parents are invited to the school over the course of one week to register and gain information about Kindergarten expectations.
Title I, Title II, Title X	Parents attend the Title I Family Reading Experience which is offered twice weekly by our Title I Family Achievement Associate in the Family Reading Experience.

ANNUAL PARENT MEETING

- ❑ Description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school’s Title I program.
- ❑ Description of the nature of the Title I program that is shared with parents (schoolwide or targeted assistance)
- ❑ Description of how the meeting will cover (AYP), school choice, and the rights of parents are covered at the annual meeting.

Activity/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
School Connect Call Announcing the Annual Title I Meeting	Assistant Principal	August 2018	Log of 600+ Calls
Marquee notice 9 days before	Assistant Principal	July 20th, 2018	Photograph
Title I Annual Meeting	Principal, Assistant Principal, Staff	August 8, 2018	Agenda, Sign In, Minutes, Parent Evaluations
School Website	Tech Facilitator	August 2018	Website Screenshot
Facebook Messages	Assistant Principal	August 2018	Website Screenshot

FLEXIBLE PARENT MEETINGS

- ❑ How the school offer a flexible number of meetings, such as meetings in the morning or evening.
- ❑ How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]

When planning for events that involve our Liberty families we will plan activities at varying times throughout the day. We will have our Back to School Bash with the church on a weekday night as to not conflict with sports on Saturday morning. We will have our PTO meetings after school or right before dismissal to attract more families to attend our events.

BUILDING CAPACITY for 2018-2019

- ❑ The school will implement activities that will build the capacity for meaningful parent/family involvement.
- ❑ The school will implement activities that will build relationships with the community to improve student achievement.
- ❑ The school will provide materials and trainings to assist parents/families to work with their child(ren).
- ❑ The school will provide other reasonable support for parent/family engagement activities.

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Family Reading and Resource Center	AFA Paraprofessional with support from AP & District Title I Staff	Reading-modeling literacy habits and love of reading to increase student achievement	August-May	Flyers, Agendas, Sign-In Sheets, Data
Student Led Conferences	Classroom Teachers	Progress monitoring for student achievement; student self-assessment to increase	August-May	Parent Sign-In Sheets, Parent Evaluation

		student achievement.		
Title I Annual Meeting- Parents gain information about Title I Services	All staff and administration	Family support to increase student achievement, Parents becoming intricate part of the school culture which will increase student achievement.	August 8th, 2018	Sign In Sheets, Teacher Logs
Family Engagement Conference	AFA Paraprofessional	Building capacity with parents to increase student achievement.	November 2018	Sign In Sheets and evaluation results
District Parent and Family Engagement Team Day	Parent and Family Engagement Team and District Personnel	Family Support; parents becoming intricate part of the school culture and building capacity with parents to increase student achievement	May 2018	Agenda, Sign In, and evaluation results
Dad's Bring Your Child to School Day	Title I paraprofessional	Family support to increase student achievement	September	Flyer, sign in and presentation
PTO Meetings	Administration and PTO	Building Capacity for Family Support and Progress Monitoring	August-May	Agenda, sign in and minutes

		school goals to increase student achievement		
SAC Meetings	Administration and SAC	Building Capacity for Family Support and Progress Monitoring school goals to increase student achievement	August-May	Agenda, sign in and minutes
Quarterly Awards	Administration , Teachers	Building capacity for student learning and a positive attitude towards behavior and academics which will increase student attendance and achievement.	August-May	Flyer, Sign in sheets
Parent Workshops	Lead Teacher, AP, Family Engagement Specialist	Prep for Florida Standards Assessment to increase student achievement	August-May	Flyer, agenda, sign in sheets, minutes
Parent Institute Weblink	Title I District Personnel	Building Capacity with parents to increase student achievement.	Ongoing	Parent survey results/counter on weblink
Leadership Days	Lead Teacher, Reading Coach,	Building capacity with	November and March 2018	Flyer, sign in sheets,

(Fall with turkey trot and Spring with Patriot Picnic)	AP, Title I District Personnel	parents to increase student achievement and family support		presentation
Career Day	Reading Coach, Lead Teacher	Building capacity with Community to increase student achievement and family support	December 2018	Flyer, Sign in, notices
Winter Night with chorus	All Staff, Administration, PTO	Building capacity for family support and progress monitoring school goals	December	Flyer sign in sheet
Fall Fest and Spring Bash Bookfair	Committees, administration, Nease	Building a love of reading through age appropriate text family support, building capacity with parents which will increase student achievement in reading.	August-May	Flyer, Sign In sheets
Math and Movement	McGill, Lindo, Eisaman Magill, Booher,	Build a love for math through engaging math activities	September	Flyer, Sign In sheets, evaluation sheet

STAFF DEVELOPMENT for 2018-2019

- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in the **value and utility of contributions of parents/families.**
- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in **how to reach out to, communicate with, and work with parents/families as equal partners.**
- ❑ Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with **the assistance of parent/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school.** [ESEA Section 1116]

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Presentation and updates to Family Nights during Pre Week, Staff Meetings, and Committee Meetings	Administration , Parent Involvement Members	Building capacity among the staff to partner with parents and the larger school community to increase student achievement.	August-May Committee Meetings	Agenda, Notes, Direct Observation
Family Reading & Resource Center (FR&RC) Open Tuesday and Thursday 7:00-8:30. Facilitate Parent visits	FR&RC Coordinator (AFA) with help from Assistant Principal and District Title I Personnel	Educates and informs parents and helps them model good literacy habits and love of reading to increase student achievement.	August-May and Parent and Family Engagement Team Training Day	Sign In Sheets, Participation graphs, Data Charts

Staff Meetings	Administration and Coaches	Educate staff on how to reach out to, communicate, and work with parents as equal partners to increase student achievement.	August-May	Agendas, sign in sheets
Hooked on Family Engagement Conference	District Title I Personnel And AFA	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	November 2018	Agenda, Ticket
School Committee Meetings	Committee Chairs	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	August-May	Agendas, Sign In Sheets
District Title I Parent and Family Engagement Team	District Title I Personnel, School PFEP Team	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	May 2018	Agenda, Sign In, Notes
Title I Achievement and Family	District Title I Personnel	Builds capacity among faculty/staff to	August-May	Agenda, Sign In Sheets, Evaluations

Associate Monthly PLC		partner with parents and the larger school community to increase student achievement.		

OTHER ACTIVITIES

- ❑ 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]

Family Reading and Resource Center - Tuesday and Thursdays led by the Title I Para III. Documentation will be provided.
 Welcome packets for new parents distributed by the front office and Kindergarten meeting for incoming Kindergarten students.
 SAC and PTO meetings will occur during school hours or we will have an activity for parents to do.
 Family Engagement Projects- per classrooms, school-wide projects will ask for parent and teacher volunteers
 Leadership Culture- active recruitment of parents by Leadership team throughout the year.

COMMUNICATION

- ❑ The school will provide timely information about the Title I programs.
- ❑ 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.
- ❑ If parents request, 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).

- ❑ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 1116]

- Title I Annual Meeting on open house August 2018: Families will receive required information on Title I and opportunities for parenting, learning at home, volunteering, and decision making available during the 2018-19 school year.
- Monthly School Newsletter will contain a “Title I Information” section.
- School website will feature links for Title I information.
- Grade level standard links will be featured on school website and distributed at grade level meetings.
- Parent Survey data will be utilized to plan meetings.
- LES will display a suggestion box on the school website for parent ideas and suggestions. Results will be shared and followed up with staff.
- An updated information notebook regarding Title I services and parent rights will be displayed in the front office area.
- Parent and Family Engagement Team Planning Day in April 2019. Parent and Family Engagement Team will meet once a semester to revisit our plan. Literacy, Math, and Leadership Committees will plan and coordinate family events and debrief to make necessary adjustments after the event.
- In the school newsletter we will provide monthly communication with the school and community partners about ways to help their students at home and community activities.

ACCESSIBILITY

- ❑ Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- ❑ Describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.

Liberty Elementary has a Guidance Counselor who is multilingual, and he will be working closely with parents and students to promote student achievement, academically and behaviorally.

Translated information will be available as needed and is practical, in front office for staff to use when assisting families. As needed, LES will offer translation services to assist parents.

As necessary, translator services will be offered at parent workshops/Family Nights to assist all families. Parents Right To Know information will be provided in English and in Spanish, it will also be posted on our school website. Parent Institute links and Parent Involvement Plan will be posted on our website for parents who cannot access our building.

Parent Guide distributed to all families in English and Spanish.

For families unable to come to school campus information will be sent home.

DISCRETIONARY ACTIVITIES (optional)

- ❑ Any activities that are not required, but will be paid through Title I, Part A Funding (for example, home visits, transportation for meetings, activities related to parent/family engagement. etc.)

Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
Maximizing parental involvement and participation in their children's education by arranging	Flexible scheduling for events, meetings, and activities; arranging child care on campus, helping make carpool	Core Leadership team, grade level program planners, PTO	Builds a culture of warmth, acceptance, and helpfulness which will increase student	August-May

<p>school meetings at a variety of times, or conducting in home conferences between teachers or other educators, who work directly with participating children with parents who are unable to attend at school. (Section 1118 (e)(10))</p>	<p>arrangements</p>		<p>achievement</p>	
<p>Adopting and implementing model approaches to improving family engagement. (Section 1118 (e)(11))</p>	<p>Great emphasis on outreach to parents and larger school community</p>	<p>Core Team Leadership; all faculty and staff</p>	<p>Builds rigor, relevance, relationships, rich environment and acceptance which will increase student achievement</p>	<p>August-May</p>
<p>Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities.</p>	<p>Use of leadership practices</p>	<p>Core Team Leadership, all faculty and staff</p>	<p>Builds strong relationships in the larger school business community which then provides additional support/resources for students, re: relationships and materials</p>	<p>August-May</p>

(Section 1118 (e)(13))			resources which will increase student achievement.	

BARRIERS

- ❑ Describe the barriers that hindered participation by parents during the previous school year.
- ❑ Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents /families of migratory children).

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
Low attendance at PTO	Change the time of PTO meetings Provide Breakfast or Snacks	Whaley Phillips	August-May
Parents with many responsibilities	More communication through facebook, email, and phone calls Better use of the planner	Whaley Classroom Teachers	August-May
Child Care	Flyers include that the whole family is welcome Activities at PTO and SAC meeting for students (coloring books, ect.)	Committee chair	August-May

