



2018-2019 School Parental & Family Involvement Policy (PFEP)

School: Shadowlawn Elementary



Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116].

Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

Assurances

Please check all the boxes

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent?
- 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
- Jointly develop/revise with families 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 and families, 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 schoolwide program plan
- 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
- Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- Provide each family with 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
- Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section1116]

Principal Signature

Date Signed

1. Involvement of Parents

Describe how your 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?

SLE will involve our 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 by creating a welcoming school climate, providing our families information related to child development and creating supportive learning environments, establish effective school-to-home and home-to-school communication, strengthen families' knowledge and skills to support and extend their children's learning at home, engaging families in school planning and volunteer opportunities, and connecting students and families to community resources as needed.

2. Coordination and Integration with Other Federal Programs

Describe how your school will coordinate and integrate parent and family engagement programs and activities **with Other Federal Programs?**

SLE will coordinate and integrate parent and family engagement programs and activities by providing workshops and materials for parents on development and appropriate parent and school expectations for their child(ren). We will give suggestions for parents on home conditions that support learning, partner with local agencies to provide regular parenting workshops on nutrition, family recreation, and provide academic nights to help families and students understand what to expect on the state assessments.

Describe how your school will coordinate and integrate parent and family activities that **teach** parents how to help their child(ren) at home?

[ESEA Section 1116]

SLE will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home by providing ongoing training and materials for parents on how to improve their children's study skills or learning in various academic subjects. We will provide regular homework assignments that require students to discuss with their families what they are learning in class, provide a directory of community resources and activities that link to student learning skills and talents, offer workshops to inform families of the high expectations and standards children are expected to meet in each grade level, provide ways for families to support the expectations and learning at home, and engage families in opportunities to work with their children in setting their annual academic, college and career goals.

3. Annual Parent Meeting

Describe the specific steps your school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program

SLE will take the specific steps to conduct our annual meeting designed to inform parents and families of participating children about the school's Title I program by sending out flyers in multiple languages, using our "Dialer" system, placing the information on our marquee, and using our social media, such as Facebook page and Twitter page.

Provide a description of the nature of the Title I Program that will be shared with parents and families (schoolwide or targeted assistance).

SLE's schoolwide description of the nature of the Title I Program will be shared with our parents and families. We will share how Title 1 Program uses supplemental funds, which is determined by the number of students enrolled in our Free and Reduced Lunch Program, to assist in closing the achievement gap between low-

income students and other students. We will ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at minimum, proficiency on challenging state academic standards and state academic assessments.

Provide a description of how the meeting will cover the rights of parents at the annual meeting?

For our annual Title 1 parent meeting, we will provide a Powerpoint presentation to inform our parents of our Title I program. The presentation will explain the Title I requirements and the right of parents to be involved in the program. We will encourage our parents to attend by taking reasonable steps to provide translators to communicate to our parents in Spanish and Creole.

4. Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

We are able to offer flexible parent meetings in the morning, during teacher planning, and afterschool. We ask the parents which do they prefer.

How will your school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement?

NA

5. Building Capacity

Please describe all activities that will address the following questions;

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

Content and Type of Activity	Timeline
Meet & Greet Teacher Day	August 2018
Annual Title 1 Parent Meeting	September 2018
Curriculum Night	September 2018
Literacy Family Nights	Fall/Spring
STEAM Family Events	Fall/Spring

6. Staff Training

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 parents/families on:

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

Our professional development activities will be based around *The Leader in Me* program to provide a logical, sequential, and balanced process for our school to proactively design the culture that reflects our vision of the ideal school. Staff members will learn how to make leadership development a part of the everyday student experience, including teaching leadership principles in meaningful ways, creating a culture of share leadership within the school and community, and helping students take more ownership for their academic learning and goal achievement.

7. Other Activities

Describe 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)?

We will provide literature in our Parent Resource Center that will aide our families how to support their child at home through positive parenting styles, nightly reading, homework policies, and high expectations. We will measure our success in reaching out to parents by the number of volunteers and attendance at workshops and meetings. We will create a comprehensive approach to family and community involvement that promotes student success, fosters positive attitudes about the school, families, and community members. Our activities will consist of:

- Survey parents and ask them what information and workshops they would find most helpful.
- Ask our parents about their preferences and the best ways to translate or modify messages to them.
- Make referral information readily available on bulletin boards, monthly newsletter, phone dialer, and social media.
- Offer information about parenting that is provided by community agencies if district approved.
- Have a room available for parent-led support groups and parenting education classes.
- Conduct workshops on what parents can expect as their child moves into middle school.
- Offer a sharing night for parents of their best practices for nurturing, discipline, homework help, creating time for reading, or other pertinent topics.

8. Communication

Describe how will your school provide timely information about the Title I programs?

We will provide timely information about the Title 1 program on our bulletin boards, in our monthly newsletters, flyers, phone dialer system, and social media.

How will your school 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?

We will describe and explain the curriculum at our curriculum night for parents. Parents will meet with their child's grade level teacher and related arts teachers to listen to a presentation concerning their child's curriculum, grade level assessments, the forms of assessment used to measure their child's progress and the achievement levels their child is expected to obtain.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

If requested by parents, we will provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).

How will your school submit parents/families comments if the schoolwide plan is not satisfactory to them?

We will submit by letting parents submit their parent/families comments if the schoolwide plan is not satisfactory to them to administration for a call back to communicate with them about their unsatisfaction of our schoolwide plan and then share it at our School Advisory Council and PTO meetings for changes if any.

9. Accessibility

Describe how your school parent/family engagement activities for all parents/families? *(including parents with limited English proficiency, disabilities, and migratory children).*

We will conduct outreach to all of our parents and implement programs, activities, and procedures for the involvement of parents in all of our Title I family programs. These programs and activities shall be planned and implemented with meaningful consultation with parents of participating children.

Describe how your 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?

Through our social media, we will inform our parents, including those with limited English proficiency, parents with disabilities, including school information and school reports required in an understandable and uniform format, including alternative formats upon request, and in a language parents understand.

10. Discretionary Activities

Describe if the school provides 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.)

NA

11. Barriers

Describe the barriers that hindered participation by parents during the previous school year. Include 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)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Phone numbers that do not work	Utilize Social Media
Cell phones that are disconnected	Check Emergency Cards for other numbers that are listed and try them.
Parents working 2 or more jobs	Utilize Social Media

12. Upload Evidence of Input from Parents on the development of the PIP

Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY18 Parent Involvement Policy(PIP)** prior to approval. Please upload document in your school PI Policy folder (#1) in the ADNTITLE1SCHOOLS drive. [Link](#)

13. Upload Parent-School Compact

Upload an electronic version of the FY18 Parent-School Compact. Please upload document in your school Compact folder (#3) in the ADNTITLE1SCHOOLS drive. [Link](#)

14. Upload Evidence of Parent Involvement in Development of Parent-School Compact

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY18 Parent –School Compact** prior to approval. Please upload document in your school Compact folder (#3) in the ADNTITLE1SCHOOLS drive. [Link](#)