

EAST MARION ELEMENTRAY SCHOOL Title I, Part A Parent and Family Engagement Plan

Mission Statement:

Describe how the parent and family engagement plan is a shared responsibility.

Our primary mission at East Marion Elementary is to enhance each child's learning opportunities. We strive to work collaboratively with parents and families to establish a love for learning and to help our students become lifelong learners. We meet these objectives in a supportive learning environment that enables students to meet the Florida State Standards.

We believe that each child should be given opportunities to achieve, to be successful, and to understand. Active participation by parents and families are vital for our success. We will work together to establish effective family-school partnerships. School and home must also work together to help ensure our students will achieve and succeed. We are committed to ongoing, two-way, meaningful communication that facilitates mutual understanding and results in student success. SAC is utilized as an avenue to joint development and shared responsibility.

Describe how the parent and family engagement will assist in providing high quality instruction for all learners.

Parents and staff invite parents and community members to participate in the classroom through such activities as reading, math, tutoring, and the like. In addition, organizations such as the Girl Scouts, Boy Scouts, Ocklawaha Baptist Church and Marion County Sheriff's Office use the campus facilities and support the work of the school. East Marion has an active School Advisory Council consisting of various parent, staff and community member representatives who also work to support the school and initiatives focused on high quality instruction.

Parent family engagement in the school cements the partnership between the school and the community. Working together, all stakeholders can support high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet State and District student academic achievement standards.

Engagement of Parents

Describe how the school will engage 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.

East Marion holds an annual orientation meeting, which is held during the first four weeks of school to inform parents of the school's participation in the Title I Program. East Marion also has an Open House meeting and invites parents to become School Advisory Council (SAC) members. The School has a School Advisory Council that consists of parents, community members and school staff. Our school has a School Advisory Council (SAC) and a Parent Teacher Organization (PTO) consisting of parents, community members, and school staff. All parents are encouraged to become members of the SAC and PTO, and all are invited to attend the SAC/PTO Meetings. A vote is taken at the first meeting of the year to elect SAC leadership, and those in attendance are placed on the roster. More than 50% of the SAC are parent (non-employee) representatives. Information about the meetings is sent out to families by School Newsletter, Skylert phone messages, the school calendar, in car line and through teacher communication with parents.

The SAC meetings will involve a continual review of the School Improvement Plan, the Parent and Family Engagement Plan, and the Parent-School Compact. Parent and committee input on how Title I and Parent and Family Engagement funds should be utilized is documented in the meeting minutes and documentation will be maintained at the school for monitoring purposes. Minutes will be posted on the east Marion website for parents unable to attend the meetings. Stakeholders will be invited to respond to minutes electronically in order to offer feedback and suggestions.

Coordination and Integration with Other Federal Programs

Describe (*in the table below*) how the school will coordinate with other federal programs and integrate parent and family engagement activities that teach parents how to help their child(ren) at home.

Title I Part A	Our school receives Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the state standard expectations. Staff development, as well as Parental Engagement Trainings and Workshops, are coordinated with Title I, Part A.
Title I Part C (Migrant)	Administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need.
Title I Part D (Neglected & Delinquent)	N/A
Title II	Staff and faculty members participate in district professional development opportunities.
Title III - ESOL	The administration will coordinate with Grants & Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in schools who have greater than 15 ELL students to provide students with the appropriate academic support that they need to progress in learning a second language. Students are placed with ESOL teachers to provide students with academic support and help families with resources they may need.
Title IV Part A	
Title IV Part B (21 st CCLC)	[Enter text here or N/A]
Title IX Part C - Homeless	The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need.
Home Instruction for Parents of Preschool Youngsters (HIPPY)	Home Instruction for Parents of Preschool Youngsters (HIPPY) is a parent engagement and school readiness program. HIPPY offers free home-based early childhood education for three, four, and five-year-old children working with their parent(s) as their first teacher. The parent is provided with a set of developmentally appropriate materials, curriculum, and books designed to strengthen their children's cognitive skills, early literacy skills, social/emotional and physical development. Representatives from this program will hand out flyers at Open House and parent events. Interested families in our school may contact Kendra Hamby @ Early Learning and Turnaround Schools.
Individuals with Disabilities Education Act (IDEA)	Our school coordinates with the ESE, Student Services Department of MCPS. Instructional support plans are shared with parents as they are invited and attend their child's IEP meetings. All 5th grade ESE students will attend articulation meetings at the end of 5th grade for transition to middle school. Articulation meetings help students understand what middle school expectations are and are designed to provide supports for these students as they transition and enter middle school. School staff follow the Multi-Tiered System of Supports process that integrates federal ESE programs for those students in need of specialized services,

	as well as for bringing parents into the process to program solve student needs and assisting with those needs at both school and at home.
Voluntary Pre-Kindergarten Program	East Marion has a Voluntary Pre-Kindergarten (VPK) program. VPK and (ESE) VPK classrooms are established in schools based on school and community needs.

Annual Parent Meeting (Stand Alone)

Provide a 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.

East Marion develops an agenda and establishes a date for an Annual Informational Meeting. East Marion regularly holds this stand-alone meeting on the date of the Parent Orientation Meeting. The Annual Parent Title I Meeting will occur on Thursday, September 6th at 4pm. Information will be delivered via a PowerPoint presentation for attending parents. Parents also receive a tri-fold brochure with the details about the East Marion Title 1 program. Links to both the brochure and PowerPoint will be made available on the school website for those unable to attend.

A Skylert phone message is sent to all parents, as well as flyers to our parents. The school will have sign-in sheets for those parents who attend. The sign-in sheets, a copy of the agenda and PowerPoint is shared for monitoring purposes and future accessibility.

Provide a description of the nature of the Title I program that is shared with parents (school wide or targeted assistance).

The PowerPoint shared with parents at the Annual Title I meeting includes but is not limited to information about: the School Accountability Report (SPAR); school grade information, goals of the School Improvement Plan (SIP), Title I definition and qualifications, purpose of Title I; usage of Title I funds at East Marion; Parent Engagement opportunities, parent rights, and Q/A session. EME operates a school wide Title I, Part A program, which is the largest federally funded grant program for grades K-12. It is designed to provide all children that attend low-income schools significant opportunities to receive a fair, equitable, and high-quality education.

Provide a description of how the meeting will cover yearly progress, school choice, and the rights of parents.

School administrative personnel narrate the PowerPoint, disseminate brochures and answer questions posed by parents and families. Yearly progress, school choice, and the rights of parents are topics which are thoroughly discussed.

Flexible Parent Meetings

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

East Marion teachers and administration will ensure that family engagement workshops and meetings are offered at flexible times for parents and families. All parents are invited via newsletters, Skylert phone message, and the school’s marquee.

Classroom teachers hold meetings to discuss student assessment results, expectations and goals for the school year with parents during individual academic conferences. These conferences are documented through parent conference logs. Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as for teachers.

SAC meetings are scheduled at a time convenient to the SAC members. This will be voted on during the first SAC meeting in September. Pre-Kindergarten classes present parent programs in the evening.

Describe how will the school provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.

Childcare will be available for each meeting and younger siblings are often welcome at Parent Engagement events. Conferences are held before or after school. Conferences may also take place after hours via telephone. East Marion works closely with the district's Social Work department. The school's assigned Social Worker and Social Worker assistant make home visits on the school's behalf to provide a number of family and student services. In addition, childcare referrals for assistance are provided from the school Social Worker and/or School Counselor department.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement.

East Marion will build capacity by increasing the number of opportunities that parents have to learn strategies that will assist in their child's education, as well as fun activities that improve school and community relations.

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Pastries for Parents Read In	Content Area Specialist, Literacy/ AP	Parents will gain knowledge of Florida State Standards in Reading and Writing. Parents/families will become more engaged with students' schoolwork and be involved in students' home work/practice. Parents will be given a free book of their choice for their child to practice the reading strategies modeled. The result will be an increase in student achievement and growth as evidenced in iReady.	September /October 2018	Agenda/ Sign In Sheets/ Participant Evaluation Forms
Bobcat STEAM Night	Principal, Content Area Specialist- Science, AP/ Teachers	Academic night for K-5 parents will provide reading, writing, science, & math strategies that parents might use to benefit their child. Families will engage in challenging STEAM activities together. Students choose 4 activities and will be provided a kit aligned to a FL standard as they rotate through various areas. Students will also showcase their scientific process skills. Families will complete the activities resulting knowledge of FL standards in science and math. The result will be an increase in student achievement and growth as evidenced in iReady.	December 2018	Agenda, Parent sign-in sheet, Parent Evaluations

Strong Fathers, Strong Families Reading Event	Content Area Specialist, Literacy/ AP	Dads will learn about the importance of "Reading Like a Dad." Fathers will be given a book and will learn questioning and summarizing strategies to utilize while spending time with their children reading together. The result will be an increase in student achievement and growth as evidenced in iReady.	January 2019	Agenda, Parent sign-in sheet, Parent Evaluations
Math Night @ Winn Dixie	Content Area Specialist, Math / AP Teachers	Parents will receive a grade level problem set to complete while at Winn Dixie. By helping parents to learn strategies for solving real world mathematical applications, students in grades K-5 will increase their knowledge of real world mathematics. Parents will see how a simple trip to the store can be an avenue to practice and sharpen math skills with their children. The result will be an increase in student achievement and growth as evidenced in iReady.	February 2019	Agenda, Parent sign-in sheet, Parent Evaluations
Strong Fathers, Strong Families Math Event	Principal, Content Area Specialist-Math, AP/ Teachers	Dads and kids will engage in math-based games that families can play at home to build math fluency. Each family will receive a kit with dice and playing cards; we will model the games and allow families to practice together. The result will be an increase in student achievement and growth as evidenced in MA iReady.	November 2018	Agenda, Parent sign-in sheet, Parent Evaluations

Staff Development

Provide 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 with the assistance of parents/families, in the value and utility of contributions of parents/families.

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
MTSS	District/ Principal/ Assistant Principal	Student Scores on District Learning Checks will increase.	August 2018-MY 2019	TNL reports/Teacher sign-in sheets Teacher documented Intervention. Copy of PMP Schedule
Parent Portal training on what information is	Principal/Assistant Principal	Student Scores on District assessments will increase.	August, 2018	Teacher sign-in sheets Parent Portal report (number

teachers can share with parents and encourage them to sign-				of parents registered)
Identifying the Gifted Child	Guidance Counselor	Teachers will identify gifted traits in students, communicate with parents and identify potential students for gifted screening.	All year	Teacher sign-in sheets, Agenda (Number of referrals for the gifted program will increase.)
Positive Family Communication/ Effective Conferences	Administration, Title I	Staff will increase parent awareness on curriculum and important assessments with strategies for parents to help support student learning.	All year	100% of students in MTSS will have at least 1 conference Parent Signatures on the PMP paperwork.
Provide staff with follow up information regarding the value of engagement and grade subject specific training for teachers on how to help parents understand the content, assessments, proficiency, and how they can support the child's learning,	Administration	Improve communication among parents and school personnel as well as develop a working relationship.	August, 2018	Copies of agendas and handouts, sign in sheets.
Trauma Informed Care Training; Red Brain/ Blue Brain	SDNET, AP, Guidance Counselor	Provide children with strategies to deal with trauma in their lives so they can be the best learner possible	May 2017- May 2019	Copies of agendas and handouts, sign in sheets.

Other Activities:

Describe other activities (ex: 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).

- Each parent will receive a calendar of events which provide important dates for parent involvement throughout the school year.
- A Parent-School Compact will be given out at the beginning of the school year that will outline expectations for parents, teachers, and administrators. Teachers will use/review (revise if needed) this compact in discussions with parents concerning their child's progress.
- Each child will receive a planner that allows for written communication between the teacher(s) and parents.
Planners will be updated often with academic notifications and will require a parent signature.
- District parent survey dates will be advertised on the school's marquee, website and newsletters in a timely manner. Parents will also receive information on the use of school computers, if needed.
- Volunteer & Mentor Appreciation Program - At the beginning of the year (September) recruitment and training will be offered to potential volunteers and mentors by the Student Services Manager. At the end of the year (May) a breakfast will be held to celebrate their service and commitment by the administrative team. Teacher input surveys are collected in May to gauge the effectiveness of the program.
- The Title I Mobile Resource Van will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the Title I Resource Center will be sent out via newsletter, Skylert calls, and noted on the marquee/website for all parents.
- Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the teacher checkout program that the center offers.
- Home School Connection Newsletters will be sent home monthly (Beginning Reading Pre-K-2, Science and Math 3-5) and a link will be shared in the parent newsletter.
- School Carnival as a yearly community event that is held at the school for families and instructional personnel to interaction in a positive community environment. This will occur in May 2019.
- Monthly Newsletters will be sent home and a link will be shared on the school's website.
- Our school will hold an Orientation Day in September 6, 2018 to increase parent awareness of the school and teachers' goals and expectations.
- Our school will recruit additional SAC and PTO members to help research available resources, school needs, and establish a year-long plan.
- "Safe Halloween" will allow students and parents to enjoy trick or treating in a safe atmosphere. (October 26, 2018).
- Career Day-Our Guidance Counselor and Parent Liaison will contact parents to invite them to share their profession/career with students. The Guidance Counselor will organize the event.
- Quarterly Academic & Character Awards Celebrations

Communication

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

Our school will share timely information about the Title I programs including a 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 meet. Initial information will be shared during the Title I Annual Meeting held on September 6, 2018. Parent Training and Family Engagement Workshop information will be distributed to parents via flyers, by utilizing the SkyLert telephone calling system, and the Remind Me app. Events will also be advertised on our school's marquee.

Describe 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.

All school information is presented to families in a language that they may easily understand (free from jargon, educational acronyms) and translated to their native language. Examples of curriculum sharing events that are user friendly include but are not limited to: Pastries with Parents Literacy Event, math night at Winn Dixie, and STEAM Make'n'Take celebration.

Describe 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).

All school information is disseminated through a monthly newsletter, the schools SkyLert calling system, as well as mass parent letter mailings. This is inclusive of those parents who did not attend planned events to ensure they receive all information. Children will receive planners that allow for written communication between the teacher(s) and parents. Planners will be updated daily with academic notifications and will require a parent signature. Parents have families also have open access and opportunity to provide feedback and suggestions at both SAC and PTO meetings.

Describe how the school will submit parents/families comments if the school wide plan is not satisfactory to them.

Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, phone texts, and emails in an attempt to reach parents who do not or cannot participate to seek input and increase involvement. Parents will have many opportunities to provide feedback both at the time of the PFE event and at end of year surveys.

Accessibility

Provide a description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.

Our facility is ADA accessible. Parents with disabilities are regularly invited to all parental involvement events and family engagement workshops. If support is needed to accommodate a disability, appropriate arrangements will be made.

Provide a description of 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.

Translators for those in need of assistance with Spanish and/or American Sign Language are available upon formal request, as well as informally, through our bi-lingual staff members.

Discretionary Activities (Optional)

Describe 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.).

Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.	CAST meets weekly at our school.	Administration/ CAST representatives.	Students will become more engaged in school work. Behavior referrals will decrease.	Throughout the 2018-2019 school year, starting in September
Safe Trick or Treat Fun	Administrators and Instructional Staff	Annual event that helps strengthen relationships between parents and the school in meaningful ways that will improve parent and school relationship.	October 26 th , 2018 at 5pm	Agenda, Skylert, Flyers, School Calendar

Barriers

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

Lack of a means of transportation to the school was the major hindrance to parent participation at school events last year.

Provide 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).

We will continue to offer flexible meetings and explore the avenue of electronic communication using YouTube and other means in that category. Videos will be posted on the school website for families to view at their leisure as the events take place.