

Meadowbrook Elementary Title I, Part A Parent & Family Engagement Plan

I, Brad Burklew, 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.

Assurances

- The school will conduct outreach to all parents and family members and implements programs, activities, and procedures for the involvement of parents and family members in all of its Title I, Part A programs consistent with Section 1116 of the Every Students Succeeds Act (ESSA). Such programs activities and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA Section 1118(a)]
- The school will work to ensure that the required school-level parent and family engagement policy is developed under subsection (b), each school served under this part will develop a Home-School Compact that outlines how parents, the entire staff, and 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 to help children achieve the State's high standards. [ESSA Section 1116(d)]
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand. [ESSA Section 1116(e)(f)]
- The school will involve parents and family members of children receiving services under this part in the decisions regarding how funds reserved are allotted for parental involvement activities. [ESSA Section 1116(3)]
- The school will be governed by the statutory definition of "parents and family engagement" as defined in ESSA Section 8101, and is expected that to carry out programs, activities, and procedures in accordance with this definition.
- The school will use funds reserved under this part to carry out activities and strategies consistent with the parent and family engagement policy as outlined in ESSA Section 1116(3).



Signature of Principal or Designee

5-11-18

Date Signed

Parent & Family Engagement Mission Statement

Response:

Meadowbrook Elementary encourages parents and families to be actively involved in their children's learning and school activities which will promote student success.

Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parental involvement and in the decisions regarding how funds for parental involvement will be used by:

- Involvement in the school's School Advisory Council meetings which are open to the public, parents may also serve on the committee board as two representatives from the community are needed for each year
- Participation in PTA and other school based programs to help make important school decisions
- Completion of yearly "climate surveys" to give input on how the school is meeting their child's needs

Coordination and Integration

The school will coordinate and integrate the following Parent & Family Engagement programs and activities with other Federal Programs, to the extent feasible and appropriate, in an effort to teach parents how to help their children at home.

| Count | Program | Coordination |
|-------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | VPK, Head Start, and Pre K | Meadowbrook Elementary will provide a Kindergarten Round-up event for all parents of incoming Kindergarteners. This provides parents with information and expectations for their Kindergarten students and how they can help to prepare them for Kindergarten. Information will be provided by Principal, Assistant Principal and Guidance Counselor. |
| 2 | ESOL Parent Night | Meadowbrook Elementary will provide informational nights for any parent who has a child in the ELL program. These meetings will provide information for parents to help support their child while learning English and providing them additional accommodations in the classroom. The meetings will help parents to be exposed to programs available online and at the school as well as outside resources they could use such as Adult Education and local libraries. |

Annual Parent Meeting

The school will 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 (school-wide or targeted assistance), and the rights of parents through the following activities.

| Count | Activity/Tasks | Person Responsible | Timeline | Evidence of Effectiveness |
|-------|----------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------|---------------------------------------------------------------------------------------------------|
| 1 | School will hold the Annual Parent Meeting in September | Principal, Title I Lead Teacher Title 1 Team | September | Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings. |
| 2 | Development of agenda for Annual Parent Meeting. | Principal, Title I Lead Teacher | August- September | Completed Agenda |
| 3 | Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting. | Principal, Title I Lead Teacher | August- September | Copies of presentation and all handouts |
| 4 | Send notices in school newsletter, send invitations via backpacks, alert parents of meeting. | Principal, Title I Lead Teacher | August- September | Photograph of marquee, copy of newsletters and invitations |

Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Providing meetings throughout the year and at different times along with having our Parent Resource Area available in the mornings and afternoons
- Dates and times are determined based on parent input and suggestions that staff receive from parents/guardians
- Providing food for parents during workshops
- Providing transportation to and from parent workshops as practicable

Building Capacity – Parent/Family Workshops

The school will implement the following activities as a means to build the capacity for strong parental and family engagement and to support a partnership among the school, families, and the community to improve student academic achievement.

| Count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|----------------------------------|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------|
| 1 | Reading Together Parent Training | Title I Lead Teacher, Principal/Assistant Principal | Improve the ability and comfort zone of parents to assist their child in becoming a successful reader using "We Both Read" books, timers for fluency, and question/probe cards for improved comprehension. | Fall/Winter 2018 | Sign in sheets, agenda, and parent evaluations. |
| 2 | Bridging the Summer Gap Workshop | Title I Lead Teacher, Principal/Assistant Principal | Improve parents' ability to work with their children over the summer break to prevent loss of skills. Family Engagement packs and chapter books will be utilized to help parents encourage learning over the summer. | May 2019 | Sign in sheets, agenda, and parent evaluations. |

Staff Training

The school will provide the following professional development activities to educate the teachers and school staff in how to reach out to, communicate with, and work with parents and families as equal partners and in how to implement and coordinate family programs, and build relationships between families and the school.

| count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|----------------------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------|
| 1 | Review of District and School-level Parent & Family Engagement Plans | Title I Lead Teacher | A positive student impact will result from the staff's ability to effectively work with families. | August | Training agendas and sign-in sheets Training evaluations Parent Surveys |
| 2 | Review of Home-School Compact and School Improvement Plan | Title I Lead Teacher and Principal | A positive student impact will result from the staff's ability to effectively communicate the academic expectation to families. | August | Training agendas and sign-in sheets Training evaluations Parent Surveys |
| 3 | Review of modified Modules of Parent Involvement. | Title 1 Lead Teacher | Increased Parent Involvement | August - May | Agenda, sign-in sheets, evaluations |

Other Activities

The school will conduct activities, make resources available to parents and families and provide encouragement and support to families so that they can more fully participate in the education of their children by:

- Maintaining a Parent & Family Resource Area consisting of information related to the school and Title I Program as well as academic resources available for home use.
 - Making the Parents Make a Difference newsletter available through the school website, The Parent & Family Resource Notebook, and is hard copy upon request.
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Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.
- Sending home important reminders and flyers for upcoming events

Descriptions and explanations of the academic curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet through;

- Information shared at the Annual Meeting.
- Attendance at Open House

Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children;

- Participation in the School Advisory Committee
- Participation the Parent Teacher Association

A means to document parent comments/concerns regarding the school wide program plan when it is not satisfactory to the parents of participating children. The school will include documentation of parent comments/concerns with the plan that will be made available to the local education agency by;

- Evidence of parental input, including evidence of dissatisfaction, will be submitted to the Title I office as part of the regular Parent & Family Engagement Plan review process.
 - Parents will receive annual Input and Climate surveys in order to give their feedback regarding the Title 1 program, events, and curriculum. Parents will be able to include suggestions for new potential training topics.
 - Parents are invited to all 504, IEP, and EPT meetings to help assist the student become more successful
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Accessibility

The school will provide full opportunities for participation in parent & family engagement activities for all participants (including parents with limited English proficiency, disabilities, migratory, and homeless children) by:

- Utilizing quarterly Skyward reports as a means to identify families who may need accommodations in order to actively participate in school activities.
 - Parents and guardians will receive notification of meetings or activities through their homeroom teacher
 - Parent Resource Area will include information in other languages when available
 - Quarterly ELL enrollment will document fluctuations in school population and ensure information is being communicated and made available to parents of English Language Learners
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