

ALTHA PUBLIC SCHOOL

Title I, Part A Parent and Family Engagement Plan 2018-2019

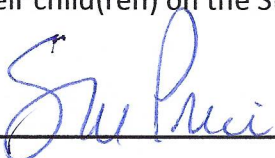
I, Sue Price consistent with the statement of assurances for these waivers and ensure school level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA). Furthermore, all applicable 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.

Mission Statement

Altha Public School recognizes that a kindergarten through 12th grade school has greatly varied age differences and needs which provide unique opportunities and challenges. Therefore, Altha Public School believes it is crucial for teachers, students, parents and community members to collaboratively provide students with experiences that will enable them to become productive citizens.

Assurances

- Families of children served in Title I, Part A are involved in decisions about how Title I, Part A funds are spent.
- Families are provided with a description of how the school will carry out the programs, activities, and procedures intended to provide them with educational engagement opportunities in accordance with the definitions in Section 8101 of ESEA
- Families are involved in planning, reviewing and improving the school-wide program plan throughout the year.
- The Parent and Family Engagement Plan (PFEP) was jointly developed/revised with families and made available to the local community.
- Findings from surveys and collected feedback from families are used to identify and design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- 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 out of field.
- 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 provide each family with an individualized student report about the performance of their child(ren) on the State assessments. [ESSA Section 1116]



Signature of Principal



Date Signed

Involvement of Family

How the school involves the parents and families in an organized, ongoing and timely manner, in the planning, reviewing and improvement of Title I programs including involvement in decision making of how funds for Title I will be used? [ESEA Section 1116]

The School Advisory Council is responsible for the planning, review, and development of Title I programs including involvement in the decisions regarding how funds for parent and family engagement will be used at Altha Public School. Parents are invited and encouraged to become active members of the School Advisory Council. Parents are provided the opportunity to participate in the development of the required plans through work sessions at School Advisory Council meetings. The School Advisory Council meets at least four times a year. Meetings are advertised in the newspaper and placed on the marquee in front of the school to encourage parent participation. The School Advisory Council minutes provide documentation of parental input. The School Advisory Council plays a key role in deciding how Title I funds will be used to improve student achievement and engage parents and families in school activities.

Coordination and Integration with Other Programs

How the school coordinates and integrates Parent and Family Engagement programs and activities with other Programs?

Program	Coordination
IDEA (Students with Disabilities)	The Individuals with Disabilities Education Act (IDEA) ensures that all children with disabilities are entitled to a free appropriate public education to meet their unique needs and prepare them for further education, employment, and independent living. Title I seeks to educate families on how to work with students falling under IDEA at home to be successful in the classroom and give families strategies for providing a safe environment.
Title IV	<p>The Student Support and Academic Enrichment grant is intended to improve student academic achievement by increasing the capacity of State educational agencies (SEAs), local educational agencies (LEAs), and local communities to:</p> <ul style="list-style-type: none">• provide all students with access to a well-rounded education;• improve school conditions for student learning; and• improve the use of technology in order to improve the academic achievement and digital literacy of all students. <p>At Altha Public School, Title IV funds are used to provide STEM enrichment. Students participate in STEM Enrichment weekly during the designated months that focus on problem solving activities.</p>
Title II	The purpose to provide grants to State agencies for higher education, and eligible partnerships to increase student academic achievement. This is done by increasing the number of highly qualified teachers in the classroom and highly qualified principals and assistant principals in schools. Title I seeks to provide the tools and education necessary to families so that they can work hand-in-hand with the highly qualified school staff to help their children be successful academically and behaviorally in school.

How the school coordinates and integrates parent and family activities that teach parents how to help their child(ren) at home? [ESEA Section 1116]

All of our family involvement events focus on how families can support their child at home. Some events are planned around content areas in order to focus on a specific set of skills (reading, math, science, etc.) Other events are focused on the importance of parents being involved in their child's education. We provide suggestions of things parents can do at home to assist their child in his or her learning. At each event we plan interactive activities that involve both the parent and child that can be easily replicated at home. Each event provides instruction, materials, and handouts to support parents in their quest to be involved in their child's education.

Annual Family Meeting

A brief description of the specific steps your school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program?

The Title 1 Annual Meeting is held yearly in a separate meeting prior to the Altha Public School Open House. The purpose of this event is to provide parents with information about the school wide Title 1 program as well as to solicit input into our school plan. The Annual Family Meeting and Open House are advertised in the local newsletter and school marquee.

A description of the nature of the Title I program that is shared with parents (school wide or targeted assistance)?

The LEA provides a PowerPoint presentation that covers all of the required and relevant information that parents need to know about the Title 1 program. The presentation is tailored to include information specific about Altha Public School. In the presentation the Family Engagement Plan, School-Parent Compact, Parents' Right to Know, School Improvement Plan Goals, and the use of Title 1 funds are all addressed.

A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?

As part of the meeting parents are informed of their rights as a Title I parent:

- Parents have the right to request information about the qualifications of their child's teacher
- Parent must be notified in a timely manner if their child has been taught for more than 4 consecutive weeks by a teacher who is out of field.

Parents receive information regarding the school's adequate yearly progress and Altha Public School Grade. Included in the progress update is specific grade level data for reading, math, science, and Civics. Parents are informed that Title I funds are used to support the academic achievement of students.

Flexible Family Meetings

How will the school offer a flexible number of meetings, such as meeting in the morning or evening? Check all that apply.

Altha Public School believes in the importance of parent and family involvement and therefore has put measures in place to offer meetings and activities at flexible times. Parent and family involvement activities are offered throughout the school year at varying times to include morning and evening.

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

If deemed necessary, transportation and/or childcare will be provided with Title I funds to help ensure flexible parent meetings.

Building Capacity

How the school will implement activities that will build the capacity for meaningful parent and family engagement? (Reflect on the planning process.)

Altha Public School will work with the School Advisory Council and staff members to implement activities that will build the capacity for meaningful parent and family engagement. Parents will be given opportunities to expand their understanding of topics such as the state's academic content, Florida Standards and state assessments. Opportunities will be provide to help parents know how to work with their children to improve and monitor their academic achievement.

How will the school implement activities that will build relationship with the community to improve student achievement?

Altha Public School strives to be a school with an open door policy that encourages and welcomes parent and community involvement to facilitate providing the best education possible for every student. In doing so our school offers parents and community members the opportunity to attend and be included in the School Advisory Council as well as the Parent-Teacher Organization (PTO) that meets periodically throughout the school year. Parents and community members are also encouraged to volunteer as it helps foster awareness of school activities and school improvement goals that directly affect student achievement. Altha Public School also hosts multiply book fairs throughout the school year. During these times parents can come to view and read books with their child. In doing so, parents are reinforcing the importance of reading which can make a positive impact on their child's education. As an additional way to help support parents, Altha Public School periodically sends out flyers with parenting tips that can foster students' success at school. Altha Public School also partners with Panhandle Educational Consortium and provides classes for fifth grade students and their parents to help with transitioning from elementary school to middle school. The foundation provided through these classes also promotes parental and family engagement with that child throughout his or her years at Altha Public School.

How the school will provide materials and trainings to assist parents or families to work with their child(ren)?

The school will provide parents with materials to assist in working with their children to improve their children's academic achievement. Parents and families will also be provided training in the use of online

portals such as FOCUS, Accelerated Reader, the School and District websites and Nurtislice. These portals will help parents monitor their child's academic progress, attendance and school events.

How the school will provide other reasonable support for parent and family engagement activities? (opportunities for volunteering,) [ESEA Section 1116]

Other reasonable support for parent and family engagement activities will be provided. Information related to parent and family engagement activities will be communicated to parents, to the extent practicable, in a language the parents can understand. The school's call-out system will be used to inform parents of important information such as upcoming exams and school events.

Altha Public School encourages parent participation through newsletters and flyers, monthly calendars, school website, and by utilizing a parent listserv to inform parents about activities at the school. Altha Public School will send home a brochure explaining the School Improvement and Title I Parent and Family Engagement Plan in an understandable format and to the extent practicable, in a language parents can understand.

Parent and Family Engagements Events:

<u>Count</u>	<u>Name of Activity</u>	<u>Person Responsible</u>	<u>Anticipated Impact of Student Achievement</u>	<u>Timeline</u>	<u>Evidence of Effectiveness</u>
1	Open House/Title I Annual Meeting Parents will receive training on FOCUS and AR.	Assistant Principal and Librarian	Parental involvement is the most influential factor on student achievement. Parents will receive information related to online connections that can keep them informed of their child's progress.	August 2018	Sign In sheets and number of hits on FOCUS during the school year.
2	Monthly School Calendar and Updated School Website	Assistant Principal and Librarian	Informs parents of important information and dates throughout the year that facilitates being involved.	Aug. 2018-May 2019	Copies of Calendars
3	Parent Title I and/ or School Climate Surveys	Assistant Principal	Parents have the opportunity to share opinions about their child's education	April/May 2019	Report of Results
4.	Parents and community members are invited to attend assemblies, programs, and field events	Principal and teachers	Encourages parent and community awareness and involvement in school functions.	Aug. 2018-May 2019	Sign-in Sheets
5.	Newsletters	Classroom Teachers	Encourages parental involvement activities, give information on weekly assignments, and gives tips on how to help their children academically.	Aug. 2018-May 2019	Copies of Newsletters

6.	Doughnuts for Dads	Principal/ Assistant Principals Teachers	Allows parents to visit their child's teacher and classroom as an additional way to promote student achievement	November 2018	Parent Sign-in Sheets
7	Grade Level Parent Nights	Teachers	Parents will be informed of curriculum and grade level expectations	August/ September 2018	Parent Sign-in Sheets
8.	School Messenger	Assistant Principal	Communicates reminders of special events for parents	Aug. 2018-May 2019	Reports from School Messenger
9.	Volunteer Program	Guidance Counselor	Volunteering helps create parental awareness and importance of school activities	Aug. 2018-May 2019	Sign-in through Raptor
10.	Family Reading and/or Math Nights	Assistant Principal	Provide opportunity for parents to engage in math and reading skills with their child	September 2018-May 2019	Parent Sign-in Sheets
11.	Muffins for Moms	Principal/ Assistant Principals Teachers	Allows parents to visit their child's teacher and classroom as an additional way to promote student achievement	May 2019	Parent Sign-in Sheets
12.	STEM Meetings & Open House	Principal/ Assistant Principals Teachers	Parents have the opportunity to see the products of the students' science activities	December 2018	Student Attendance/ Parent Sign in Sheets

Staff Development

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders and other staff on the assistance of parents and families and in the value of their contributions.

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and other staff on how to reach out to, communicate with, and work with parents and families as equal partners.

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders and other staff on implementing and coordinating parent and family programs and building ties between parents and families and the school.
[ESEA Section 1116]

Each year the Title I contact conduct a faculty meeting to train teachers, specialized instructional support personnel, principals, and other school leaders in effective parent communication and family engagement. Topics covered at the training include:

- the value and utility of contributions of parents and families

- how to reach out to, communicate with, and work with parents and families as equal partners
- Implementing and coordinating parent and family programs and building ties between parents and families and the school.

Communication

How the school will provide timely information about the Title I program and activities?

At the Annual Title 1/Open House meeting of parents in August, information is presented about Title I programs, the curriculum, and academic assessments. Parents will learn about the school wide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child.

Parents receive Right to Know information annually in the Calhoun County School District Parent Guide. Parents are also given a Parent and Family Engagement Plan Brochure, which includes a summary of the plan. A copy of the Parent and Family Engagement Plan is available upon request and on the school website.

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?

During Open House, parents will have the opportunity to visit their child's classroom. At this time, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. The same information will be sent home for all parents unable to attend.

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

Parents and families are encouraged and welcome to request a meeting with their child's teachers to formulate suggestions and participate in decisions relating to the education of their child(ren). Parents may contact the the school guidance counselors, Zoe Tatum and Charlene Yon to schedule such meetings.

How the school will submit parents' and families' comments to the LEA if the school-wide plan is not satisfactory to them? [ESEA Section 1116]

If parents would like to comment or add input to the school wide plan they may do so by contacting the principal and/or Assistant Superintendent. A Title I Survey is also sent home with each student during the month of May to gather input from parents and families.

Accessibility

A description of how the school will provide full opportunities for participating in parent and family engagement activities for all parents and families?

A description of how the school will share information related to school and parent and family programs, meeting, school reports and other activities in an understandable, uniform format and in languages that the parents and families can understand?

The district and school level PFEPs will be summarized into brochures that will be provided to all parents in the beginning of the school year. This summary will be translated into Spanish if requested. The brochure will outline the major components of the Parent and Family Engagement Plan (PFEP) and will offer to provide a hard copy of the full plan upon requested. The complete PFEP will be posted on the school and district website.

Altha Public School will work with the district Title I office to provide translators if necessary for parent events. Translators will be available if needed to ensure that parents are able to fully participate in parent meetings and conferences. To the extent practicable, Altha Public School will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of homeless and migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

Barriers

A description of the barriers that hindered participation by parents during the previous school year?

According to the Title I Parent Surveys barriers that hindered participation by parents during the previous school year include work conflicts.

A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents and families of migratory children)? [ESEA Section 1116]

The help parents overcome the barriers, Altha Public School will continue to offer activities at different times during the day.

Evaluation of the 2017-2018

<u>Count</u>	<u>Name of Activity</u>	<u>Impact on Student Achievement</u>	<u>Number of Activities</u>	<u>Evidence of Effectiveness</u>	<u>Number of Participants</u>
1	Title I Annual Meeting and Open House	Parents learned about the Title I Program. Parents were given ways they could become academically involved in their child's education.	1	Sign-In Sheet	414
2	FOCUS Training	Parental involvement is the more influential factor on student achievement.	During Open House	Number of hits throughout the year	28,281 hits on school website that connects parents to FOCUS

3	Volunteer Program	Volunteering helps create parental awareness and importance of school activities	August 2016-May 2017	Volunteer Sign-In Sheets	978
4	Grade Level Parent Nights-Kindergarten, fourth & fifth, Seniors	Inform parents of academic grade level requirements	August/September 2016	Sign-in Sheets	59
5	Donuts for Dads	Allows Parents to visit their child's teacher and classroom	November 2016	Sign-in Sheets	65
6	Muffins for Moms	Allows Parents to visit their child's teacher and classroom	May 2017	Sign-in Sheets	85
7	Monthly School Calendar and School Website	Informs parents of important information and dates throughout the year	August 2016-May 2017	Copies of Calendars	Ongoing monthly
8	Student Planners	Parents are informed daily of student performance If necessary, homework assignments and upcoming events. Encourages teacher-parent communication	August 2016-May 2017	Copies of pages in planners	Ongoing monthly
9	Assemblies, Programs, Banquets, and Field Events	Encourages parent involvement in school functions	August 2016-May 2017	Sign-in Sheets	846
10	STEM Open House	Parents have the opportunity to see the products of the students' science activities	April 2018	Sign in Sheets	53
11	Title I Parent Surveys	Parents have the opportunity to share opinions about their child's education	April/May 2017	Data Sheet of Completed Survey	82 responses
12	Family Math Night	Parents have to opportunity to Make and Take a math activity focused on a grade appropriate math skill	April 2017	Sign- in sheet	11
13	School Messenger	Communicates reminders of special events for parents	Aug. 2017-May 2018	Reports from School Messenger	86 messages sent out to parents

