

Bonita Springs Elementary School Parent and Family Engagement Plan

2017-2018

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement plan that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act (ESEA). The plan establishes the expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and is incorporated into the schoolwide Title I / School Improvement Plan submitted to the Florida Department of Education (FDOE) as required in Section 1114(b)(2) of ESEA.

ASSURANCES

Bonita Springs Elementary School agrees to:

- ✓ 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 9101(32), ESEA;
- ✓ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(a)(3)(B)];
- ✓ Involve parents, 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 plan and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- ✓ Jointly develop/revise with parents the school parental involvement plan and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118(b)(1)];
- ✓ Use the findings of the parental involvement plan review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement plan [Section 1118(a)(2)(E)];
- ✓ If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- ✓ Provide to each parent an individual student report about the performance of their child on the State assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];

Bonita Springs Elementary School Parent and Family Engagement Plan

- ✓ Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
 - ✓ Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals, as described in Section 1111(h)(6)(A) [Section 1111(h)(6)(A)].
1. Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Parents will be invited to attend our school Student Advisory Council through Parentlink, phone calls, newsletters, and the school marquee. At this meeting, parents will be asked to give input and suggestions for ways the parent involvement funds should be spent. Administration will share the schools needs and gain input from the SAC committee. At our end of the year SAC meeting, there will be a discussion with parents about our PIP and what should be included. Once the plan is finalized, it will be reviewed by members of SAC and administration on an ongoing basis. Members of the SAC committee will be determined by parent interest and diverse ethnicities to mirror the student population of Bonita Springs Elementary. The flyers, newsletters, agendas, sign-in sheets, handouts, and minutes for all SAC meetings will be maintained in the Title I Toolkit.

2. Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home to the extent feasible and appropriate (including but not limited to other federal programs such as: Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI) [Section 1118(e)(4)].

Program	Coordination
Head Start	Head Start teachers will conduct parent conferences four times a year.

3. Describe the specific steps the school will take to 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 (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental education services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

Bonita Springs Elementary School Parent and Family Engagement Plan

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
<p>Annual Title I Meeting - During this meeting the administration will explain Title I and discuss the programs and opportunities that are available to students and parents. The School Compact will also be discussed.</p> <p>Develop agenda and sign in sheets</p> <p>Advertise Annual Meeting using Parentlink, newsletters, and flyers.</p>	Administration	August	Agenda, Minutes, Sign-in sheets, Flyers, Newsletters PowerPoint Presentation, Evaluation

4. Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Bonita Springs Elementary will offer a variety of opportunities for parents to be involved at school. Workshops and trainings are scheduled at multiple times during the day and evening to accommodate parent schedules. At these workshops handouts and a translator will be provided. Meetings will be advertised at PPU, school newsletters, marquees, and Parentlink. In addition, our Migrant Family staff is always willing to help with parents that are not available. They also hold meetings at multiple times during the day and childcare will be provided. Transportation and home visits may be available if needed.

5. Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under section 1118 as parents may request [Section 1118(e)(14)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Open House	Administration, Teachers, Support Staff	Parent and guardians will be provided with information regarding school	August	Agenda, minutes, parent evaluation, sign in sheets,

Bonita Springs Elementary School Parent and Family Engagement Plan

		policies, procedures, expectations, schedules, and community resources for back to school uniforms and supplies.		newsletter, flyer, handouts
Annual Title I Meeting	Administration, Teachers, Support Staff	Increase level of parent involvement to become active in the decisions made at the school. Provide information to parents regarding their legal rights and the efforts of the school and district to meet those requirements.	August	Agenda, sign in sheets, PowerPoint, handouts, flyer with explanation of the evening, ParentLink
FSA Skills Workshops - literacy, math, science, social studies	Administration, Teachers, Support Staff, Parent Involvement Specialist	Provide information to parents on how parents can help their children through research based strategies and tips	Fall and Spring Semester	Agenda, minutes, parent evaluation, sign in sheets, newsletter, flyer, handouts
Curriculum Nights for each grade	Administration, Teachers, Support Staff, Parent Involvement Specialist	Providing parents information regarding district approved standards-based curriculum expectations and action plans.	Fall Semester	Agenda, minutes, parent evaluation, sign in sheets, newsletter, flyer, handouts
SAC Meetings	SAC Chairperson and Administration	Provide information and updates to SAC members and guests on the state of the	Monthly	Agenda, minutes, parent evaluation, sign in sheets, newsletter,

Bonita Springs Elementary School Parent and Family Engagement Plan

		school, as well as seek input regarding funds, initiatives, and programs.		flyer, handouts
Volunteer Orientation	Administration and Designee	Provide information to volunteers on expectations and how to best serve the needs of the stakeholders	Ongoing as needed	Agenda, minutes, parent evaluation, sign in sheets, newsletter, flyer, handouts
Read with My Child Workshops	Administration, Teachers, Support Staff, Parent Involvement Specialist	Teach parents research-based strategies on how to effectively read with their child.	Fall and Spring Semester	Agenda, minutes, parent evaluation, sign in sheets, newsletter, flyer, handouts
Parent/teacher conferences	Administration, Faculty, Parents, Translators	Provide information and resources to parents so they can assist with helping their child succeed.	December	Agenda, minutes, parent evaluation, sign in sheets, newsletter, flyer, handouts

6. Describe the training the school will provide to educate its teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Staff training on the value of school volunteers	Volunteer Coordinator	Increased parent involvement correlates to increased student achievement.	August	Emails with disseminated information

Bonita Springs Elementary School Parent and Family Engagement Plan

"Just for Parents" link on District website	Technology Specialist	Provide staff with district approved, research-based educational resources.	ongoing	Monitoring visits to website via technology report and feedback from parents
Professional Learning Communities: What Great Teachers Do	Administration	Provide staff with research-based practices to increase parent involvement and student achievement.	ongoing	Teacher feedback at staff meetings, agendas, sign in sheets, handouts
School Newsletter	Administration	Provides stakeholders with parent involvement research-based articles and curriculum articles and updates submitted by teachers and staff.	monthly	Newsletters sent home and archived on our school website

7. Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their child [Section 1118 (e)(4)].

Bonita Springs Elementary School will maintain a family-friendly environment with warm welcoming staff members in order to encourage and enhance parent participation.

8. Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:
- Timely information about the Title I programs [Section 1118(c)(4)(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 [Section 1118(c)(4)(B)];

Bonita Springs Elementary School Parent and Family Engagement Plan

- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

During our Open House and Annual Title I Meeting parents will be given an explanation of what Title I means and the programs and opportunities that are available to students and parents within a Title I school. In addition, parents will also get information from their child's teacher about curriculum standards. Parents also receive information in writing that explains the purpose and format of upcoming district and state mandated assessments. Parents will learn how to contact their child's teacher if they have concerns. If parents request special training to be able to help their child at home, the school will make arrangements to provide the requested training. If parents have concerns or comments regarding the Parent Involvement Plan, they are directed to the District Title I office. Everything that is sent to parents is also in the Title I Toolbox located in the office and in the Title 1 Crate located online at Bonita Springs Elementary School.

9. Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

All newsletters and notices are offered in English and Spanish. Translators are available in Spanish at the school upon request. The Parentlink system is available for parents to choose the language in which messages are received. A translator is utilized at parent events for translations if needed. We will make every effort to provide full opportunities for parents with disabilities or those with special needs when requested. As new students enroll throughout the school year, they will receive a welcome packet that includes school information, as well as, Title I information which includes the Right to Know letter.

Discretionary School Level Parental Involvement Plan Components

- ✓ Check if the school does not plan to implement any discretionary parental involvement activities.

Check all activities the school plans to implement:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];

Bonita Springs Elementary School Parent and Family Engagement Plan

- Providing necessary literacy training for parents from Title I, Part A funds, if the school LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];
- Training parents to enhance the involvement of other parents [Section 1118(e)(9)] ;
- Maximizing parental involvement and participation in their children’s education by arranging 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 those conferences at school [Section 1118(e)(10)];
- Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)];
- Establishing an LEA-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs [Section 1118(e)(12)]; and
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].

10. Describe how each discretionary activity checked above will be implemented.

Activity	Description of Implementation Strategy	Person Responsible	Correlation to Student Achievement	Timeline

School-Parent Compact:

As a component of the school-level parental involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Provide a copy of the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This plan was adopted by the school at the first SAC meeting of the school year and will be in effect for the period of 8/5/2017 – 5/30/18. (The school will distribute this plan to all parents of participating Title I, Part A children on or before 8/30/17.)

Susan L. Caputo
(Signature of Authorized Representative)

Bonita Springs Elementary School Parent and Family Engagement Plan

Review of 2016-2017

1. Provide a summary of activities provided that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

Content and Type of Activity	Number of Activities	Number of Participants	Correlation to Student Achievement
Open House/Annual Title 1 Meeting	1	385 (98% attendance)	Provide information on expectations and how parents can help their children. Increase level of involvement of parents to become active in the decisions made at the school.
SAC	7	40	Increase level of involvement of parents to become active in the decisions made at the school.
Read with My Child Workshops	1	54	Teach parents research-based strategies on how to effectively read with their child.
Retention Meeting	30	30	Provide academic and behavior strategies and methods for remediation with students considered for retention.

Bonita Springs Elementary School Parent and Family Engagement Plan

Curriculum Night	3	46	Provide information to parents on how parents can help their children by using research based strategies.
Parent/Teacher Conferences (grade levels)	1	385 (98% attendance)	Provide information and resources to parents so they can assist with helping their child succeed.
Volunteer Orientation	1	51	Provide information to volunteers on expectations and how to best serve the needs of the stakeholders
FSA Skills Workshops - literacy, math, science, social studies	1	46	Provide information to parents on how parents can help their children through research based strategies and tips
Private Parent Academic Consultation a Teacher Leader upon request	43	43	Addressing specific and individual parent concerns regarding their child's academic, social, and emotional progress in school, as well as empowering parents via

Bonita Springs Elementary School Parent and Family Engagement Plan

		community resources.
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- Provide a summary of the professional development activities provided by the school to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

Content and Type of Activity	Number of Activities	Number of Participants	Correlation to Student Achievement
Staff training on the value of volunteers and parent involvement	1	50	Increased parent involvement correlates to increased student achievement.
School Newsletter	9	50	Provides staff with parent involvement research based articles.
Just for Parents link on District website	5	50	Provide staff with parent involvement research.
Professional Learning Communities: Cultural Awareness and an Overview of the Similarities and Differences of the English/Spanish Language Structure (including a subgroup of our Spanish population that speaks Canjoyal- an ancient Mayan language spoken by many of our families).	2	40	Provide staff with research based practices to increase parent involvement and student achievement. Also, making staff aware of the cultural awareness and how language impacts learning.

- Describe the barriers identified that hindered participation by parents in parental involvement activities and the steps the school will take to overcome the identified

Bonita Springs Elementary School Parent and Family Engagement Plan

barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Language barrier Transportation Work Other children at home/childcare Family commitments Lack of legal documents Lack of technology Lack of technology skills	Translator/voice system Send helpful information home with child Alternate times for meetings Send home stickers as meeting reminders Provide assistance or demonstrations for the various technology programs

4. Describe the parental involvement activity/strategy the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

Content/Purpose	Description of the Activity