

Title I, Part A 2020-2021 Parent and Family Engagement Plan for Bonita Springs Elementary School

I, **Rob Cooper**, 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

Parent Consultations

The school shall conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs assisted under this part consistent with section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Certifications

The school will inform/notify parents (in a timely manner) of each student attending a Title I school that they have the right to request information about their child's classroom teacher and, if applicable, the services provided by their paraprofessionals, as well as the paraprofessionals qualifications.

The school will notify parents when a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified but teaching out-of-field by providing a written notification to each parent in a timely manner. This notification should be timely and in letter form on school letterhead. Newsletters are not always timely and bring about providing information about a teacher's qualification for a specific classroom or grade that does not affect all parents. Notification may be disseminated via student backpack, U.S. mail, and meeting with parents.

School Parent and Family Engagement Policy

The school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of section 1116 (c-f) and Assurance 11c-f. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Policy Involvement

The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement.

The school will 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.

The school will provide parents of participating children with:

- a timely information about programs under this part;
- a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of Florida's challenging academic standards; and
- 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, and respond to any such suggestions as soon as practicably possible.

If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, the parents may submit any parent comments on the plan when the school makes the plan available to the LEA.

Shared Responsibilities for High Student Academic Achievement

The school will 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 and the means by which the school and parents will build and develop a partnership to help children achieve the Florida's challenging academic standards. Such compact shall

(1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the Florida's challenging academic standards, and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time;

(2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum

- **parent-teacher conferences in elementary schools, at least annually**, during which the compact shall be discussed as it relates to the individual child's achievement;
- frequent reports to parents on their children's progress;

- reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities;
- ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Accessibility

The LEA ensures in carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.



Signature of Principal or Designee

5/20/2020

Date Signed

Parent and Family Engagement Plan

In support of strengthening student academic achievement, **Bonita Springs Elementary School**, receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Bonita Springs Elementary School** agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child's learning;
 - (B) families are encouraged to be actively involved in their child's education at school;
 - (C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED/INVOLVEMENT OF PARENTS

Bonita Springs Elementary School will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

All parents, guardians, and stakeholders will be invited to attend our school Student Advisory Council through School Messenger, phone calls, Peachjar, newsletters, and the school marquee. At this virtual meeting, they will be asked to give input and suggestions in regards to our school improvement plan and for ways the parent involvement funds should be spent. Administration will share the school's needs and gain input from the SAC committee and all parents, guardians, and stakeholders. The SAC committee is not limited to members, as all parents, guardians, and stakeholders are invited. At our end of the year SAC meeting, there will be a discussion with parents about our PFEP 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 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 Crate.

ANNUAL TITLE I MEETING

Bonita Springs Elementary School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement plan, the schoolwide plan (SIP).

The Annual Title 1 Meeting will be held virtually at the beginning of the year separate from a SAC meeting. After receiving feedback from a parent involvement survey asking for the most convenient time, the meeting will be held at 5:30 pm. Parents will learn about our Title 1 program, the nature of the Title 1 program, the families' requirements, our PFEP, and the school improvement plan. Advertisement for the event will include School Messenger, phone calls, Peachjar, newsletters, and the school marquee. The flyers, newsletters, agendas, sign-in sheets, handouts, and minutes for all SAC meetings will be maintained in the Title I Crate.

COMMUNICATIONS

Bonita Springs Elementary School will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

During our virtual 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. During our Open House, parents will get information from their child's teacher about curriculum standards and learn how to contact their child's teacher if they have concerns. Parents will also receive information in writing that explains the purpose and format of upcoming district and state mandated assessments. 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 District Parent and Family Engagement Plan, they will be directed to the District Title I office. Everything that is sent to parents will be located in Peachjar and/or will be in the Title 1 Crate located online at Bonita Springs Elementary School.

SCHOOL-PARENT COMPACT

Bonita Springs Elementary School will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

It is Bonita Spring Elementary School's responsibility to provide a high-quality curriculum and instruction in a supportive and effective environment that enables children to meet the State's student performance standards. As part of that commitment, the school must address the importance of communication between parents/guardians and teachers on an ongoing basis through such efforts as parent teacher conferences (both virtually and face-to-face), frequent reports to parents/guardians on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class (when appropriate), and observations of classroom activities, along with participating in the local school parent organization.

The compact will be disseminate at SAC/PTO meeting for review in spring, staff from each department and all parents will have the opportunity to make necessary changes and everything will be approved by the September meeting.

The school will provide in each student planner a printed copy of the compact and parents will receive their copies in the opening of school packet. Additionally, a signed copy of the compact will be stored in the front office.

RESERVATION OF FUNDS

Bonita Springs Elementary School will take the following actions to involve the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Parents will be sent a survey link through School Messenger with questions from "PFEP FY21 Parent Input Comment Form". BSE will keep documentation of school messenger sent with documentation of parents reached, set end date for survey and keep documentation from Google Form results for each question as compliance. The SAC committee, parents, guardians, and stakeholders will be updated on the use of funds throughout the year.

COORDINATION OF SERVICES

Bonita Springs Elementary School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

Head Start teachers will conduct 2 individual personal conferences and 2 home visits each year with each child's parent (when appropriate). In addition, all programs and activities will be available to all parents. All invitations, flyers, and School Messenger messages are translated in Spanish. Bonita Springs Elementary has partnered with the literacy council to teach English classes to our Spanish speaking parents in the spring during school on Tuesdays and Thursdays.

Evaluation of the 2019-2020 Parental Involvement Activities

2019-2020 Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1116)]. Include participation data on the Title I annual meeting.

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	Title 1 Annual Meeting	1	23	Provide information to parents about the Title 1 program, about expectations and how they can support their children at home.
2	Open House	1	376	Parent and guardians will be provided with information regarding school policies, procedures, expectations, schedules, and community resources for back to school uniforms and supplies.
3	SAC/PTO meetings	4	28	Parents participate in school decision making for increased student achievement
4	Social Media/Cyber Bullying Facts Night for Parents	1	33	Provide information to parents on how to teach your children on Cyber Bullying
5	Grade Level Curriculum Nights	6	20	Teachers explain the grade level and classroom expectations, show samples of work that will be done, and give an overview of the year to come.
6	Volunteer Orientation	6	8	Provide information to volunteers on expectations and how to best serve the needs of the stakeholders
7	Student Led Conferences	1	120	Provide information and resources to parents so they can assist with helping their child succeed.

8	PBIS Parent Workshop	1	24	Provide information about our School-wide Discipline Program and give examples of restorative practices.
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		Total: 21	Total: 956	

2019-2020 Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year 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 1116].

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	Faculty training on the value of school volunteers	1	75	Increased parent involvement correlates to increased student achievement.
2	Just for Parents Website	1	35	Research-based articles that can be shared with parents on how to help their child in school.

3	Professional Learning Communities: What Great Teachers Do	1	35	Provide staff with research-based practices to increase parent involvement and student achievement
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		Total: 3	Total: 145	

2019-2020 Barriers Summary

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the 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 1116].

#	Barrier (Including the specific subgroup)- Be specific	Steps you put in place to overcome barriers - Be specific
1	No transportation/gas money	Provide transportation with the Parent Involvement van; send helpful information home with child
2	Work/Time	Flexibility in times, events are planned
3	Language	Translator at meetings
4	Lack of Child Care	Child care will be provided during the parent and family engagement events
5	Family Commitments	Reminders
6	Lack of technology/technology skills	Provide assistance or demonstrations for the various technology programs
7	Pandemic	Virtual meeting will be held
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Evidence-Based Interventions/Strategies

Evidence-based interventions are practices or programs that have **evidence** to show that they are effective at producing results and improving outcomes when implemented. The kind of evidence described in ESSA has generally been produced through formal studies and research. Under ESSA, there are four tiers, or levels, of evidence:

- Tier 1 –Strong Evidence:** supported by one or more well-designed and well-implemented randomized control experimental studies.
- Tier 2 –Moderate Evidence:** supported by one or more well-designed and well-implemented quasi-experimental studies.
- Tier 3 –Promising Evidence:** supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).
- Tier 4 –Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a SEA, LEA, or outside research organization to determine their effectiveness.

NEW 2020-2021 Parental Involvement Activities

2020-2021 Building Capacity Activities

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 1116)]. 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 1116)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116)].

Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the individual child's achievement;

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness and Tier (see previous page)	Cost Associated with Activity
1	Virtual Title 1 Annual Meeting	Administration/teachers	Provide information to parents about the Title 1 program, about expectations and how they can support their children at home.	August or September	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 1	0
2	Drive-by Open House	Administration/teachers	Parent and guardians will be provided with information regarding school policies, procedures, expectations, schedules, and community resources for back to school uniforms and supplies.	August	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 3	0
3	Virtual SAC/PTO meetings	Administration/teachers	Parents participate in school decision making for increased student achievement	Quarterly	Flyers, agenda, handouts, sign-in sheets, workshop comment forms and meeting minutes Tier 1	0
4	Virtual FSA Success Night	Administration/3-5 grade teachers	Administration and teachers will educate and inform parents on how they can help their children succeed on the FSA test	February	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 2	0
5	Virtual Social Media/Cyber Bullying Facts Night for Parents	Administration/technology specialist/school counselor	Provide information to parents on how to teach your children on Cyber Bullying	November	Flyers, agenda, handouts, sign-in	0

					sheets, workshop comment forms Tier 2	
6	Virtual Grade Level Curriculum Nights	Teachers	Teachers explain the grade level and classroom expectations, show samples of work that will be done, and give an overview of the year to come.	First Quarter	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 3	0
7	Virtual Read with My Child Workshops	Administration/Reading Specialist	Provide information to parents on how parents can help their children through research-based strategies and tips.	First Semester	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 2	0
8	Volunteer Orientation	Volunteer Coordinator	Provide information to volunteers on expectations and how to best serve the needs of the stakeholders	spring	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 4	0
9	Preparing Students for Middle School	School Counselor	Provide information to parents about vaping, tobacco, and synthetic marijuana.	May	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 3	0
10	Virtual Student Led Conferences	Teachers	Provide information and resources to parents so they can assist with helping their child succeed.	First Semester	Flyers, agenda, handouts, sign-in sheets, workshop comment forms Tier 1	0
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2020-2021 Staff Training Activities

Describe the professional development activities the school will provide to educate the 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)].

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness and Tier
1	Virtual Faculty training on the value of school volunteers	Volunteer Coordinator	Increased parent involvement correlates to increased student achievement.	School Year	% of faculty attending the training
2	Just for Parents Website	Technology Specialist	Research-based articles that can be shared with parents on how to help their child in school.	School Year	Inservice Report
3	Professional Learning Communities: What Great Teachers Do	Administration	Provide staff with research-based practices to increase parent involvement and student achievement	Ongoing	Agenda, handouts
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