

**Title I, Part A Parent and Family Engagement Policy
Sea Breeze Elementary School; 0671
2020-2021**

Parent and Family Engagement Mission Statement

Mission Statement:

Response: The mission of Sea Breeze Elementary School strives to maintain high expectations and promote academic excellence for all students by creating a positive school climate which respects and values diversity and nurtures self-esteem.

2020-2021 Involvement of Stakeholders (Parents, Families, School Personnel and Community)

Describe how the school will involve 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. [ESEA Section 1116]

RESPONSE: Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the SAC meetings parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotments). Parents are invited to give input in the development and decision-making process of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent family engagement program and adjustments will be made if necessary. SAC meetings will be offered in the morning and evenings throughout the year to support parents availability.

2020-2021 Coordination and Integration

- Describe how your school collaborates with other federal programs, district departments, business community, library systems, and governmental and non-governmental organizations to provide integrated parent and family engagement opportunities. Include how the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Count <i>(add or remove rows as needed)</i>	Program	Coordination
1	Soar in 4 Parent Engagement (8 events held throughout	Supporting four-year olds and Sea Breeze families by providing opportunities and interactive activities within the district to support student success in preschool. Events take place at county libraries, a museum, and other locations in the county.

	the school year)	
2	FSA Virtual Communication	FSA testing information will be presented to parents through Dojo and Schoology in February.
3	ESOL Parent Night	Offered twice a year to ESOL parents virtually. The agenda will consist of services offered to Spanish speaking students, handouts provided and information in regard to FSA and curriculum will be shared.
4	Kirkwood Methodist Church/The Bridge	These churches provide support to students with school supplies, backpacks and other materials. A Day For Hope was held at Kirkwood Methodist Church using a drive-through approach. Families were given school supplies/backpack, hygiene products, gift certificates and other materials to start the school year. The Bridge Church donated classroom supplies to the teachers.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), 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)].

Count	Activities and Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts, and/or presentation materials that address the required components	Principal or designee	July/August 2020-May 2021	Copies of documents uploaded to the online crate
2	Develop and disseminate invitations (flyers, ConnectEd calls, texts, DOJO, newsletters, etc.)	Principal or designee	August 2020-May 2021	Copies of invitations, call logs, and sign-in sheets uploaded to the online crate
3	Hold the Meetings virtually	Principal or designee	August/September 2020-May 2021	Agenda/Sign-in Sheet uploaded to the online crate
4	Evaluate the Meetings	Principal or designee	August/September 2020-May 2021	Aggregated Evaluation Form/Notes uploaded to the online crate

Parent Notifications

Describe how the school will provide each family with timely notice information regarding the following:

- the parent's right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals

- how the school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments
- how 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 teachers who is out of field? [ESEA Section 1116]

RESPONSE: The school handed out a “Parent’s Right to Know” letter at Back to School Night which provides families with the steps to get information about staff qualifications. The school provides families with individualized student reports about the performance of their child(ren) when they are received from the state. A letter goes home with students who have teachers that are out of field at the beginning of the school year.

Flexible Parent Meetings

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 [ESEA Section 1116]

RESPONSE:

The school will offer parents a night each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. The school will also provide academic nights to support parent’s understanding of the ELA/Math standards and what is required of our students at each grade level. Title I funds will be used for food and child care. Family Engagement Nights will also be presented once a quarter for families to interact with their children using academic activities. Times for these events will vary depending on parent work schedules. Our guidance counselor will work with families at their convenience to secure necessary resources and give support when needed. The school social worker will assist in home visits when necessary. All teachers and staff will be available throughout the year to discuss parent concerns, questions or needs regarding their child(ren). SAC/PTO meetings will be held in the morning and/or in the evening to offer parents an opportunity to attend either session.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement, 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. Describe the actions the school will take to provide materials and training to help parents/families work with their child(ren) to improve academic achievement. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116.

Count <i>(add or remove rows as needed)</i>	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Family Engagement Nights through Soar In 4 (8 events throughout	Teachers; Administration	Families will be involved in interactive reading/math/science activities, and receive books and information	September, 2020 – April, 2021	Flyer announcement, Connect ED

	the school year)		regarding how to help their child at home.		
2	FSA Virtual Communication	FSA testing information will be presented to parents through Dojo and Schoology in February.	Address frequently asked questions from parents regarding FSA and testing.	February, 2021	Dojo Schoology

Staff Development

Describe the professional development activities the school will provide, with the assistance of parents/families, to educate the teachers, specialized instructional support personnel, school leaders, and other staff in the following:

- the value and utility of contributions of parents/families
- how to reach out to, communicate with, and work with parents/families as equal partners, and
- implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Count	Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Staff Training - SIP, School Activities and Events	Parent Involvement Committee; Administration	Involve parents and students in understanding the standards and assessments, activities to do with their child(ren) at home and build relationships between parents/teachers to support student achievement.	August 2020-April 2021	Agenda Sign-In Sheets
2	Dojo training-Communicate with Parents; Effective Conferencing	Administration; School Support Specialist	Provide teachers with guidance on how to effectively communicate with parents through Dojo and email.	October 2020 - March 2021	Communication with parents that is informative and productive for both parent and teacher. DOJO accounts established by teachers

3	Positive Phone Calls and Updates Home	Teachers	Improve communication between parents and teachers to increase student achievement	August 2021	Phone calls and virtual meetings held by teacher(s).
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Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more meaningful engagement in the education of their child(ren). [ESEA Section 1116].

RESPONSE: Parents are invited to shop at the school Book Fair. The Book Fair is held once during the year. All students will receive a coupon enabling them to purchase a book from the Book Fair. Families are invited to eat lunch with their children during Book Fair week. Book Fair Night includes students receiving a coupon that entitles them to a free book. The goal is to put books into students' hands and encourage reading. Other interactive activities are also held that night in the cafeteria to promote learning and tie in with the standards.

Report Card Night Meetings are held during first quarter and third quarter to inform parents and stakeholders about instructional practices, for parents to receive report cards and meet briefly with classroom teachers virtually.

Copies of the Parent Family Engagement Plan are provided in Spanish and English and will be sent home to all parents. All communication from the school is provided in both English and Spanish.

Families are encouraged to volunteer at the many activities offered throughout the year. School events will be provided to involve parents and keep them abreast of the academics their child(ren) are receiving in their specific grade level. Other events consist of interactive learning activities to do with their child at home and at school through our Parent Engagement Nights held through Soar In 4 throughout the year.

Communication

Describe how the school will provide parents and families of participating children the following [ESEA Section 1116]:

- Timely information about the Title I programs
- 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 obtain
- 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
- If the schoolwide program plan under is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency.

RESPONSE:

Sea Breeze Elementary will provide information about Title I programs in a timely manner, using various methods of communication (facebook, website, meetings). Information about Title I programs, Extended Learning Opportunity (ELO) Programs, Florida Standards, and forms of academic assessments will be shared with parents during SAC/Title I Information Meetings, parent conferences, and any other time a parent requests such information. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting.

Conference nights will be a time for teachers to review current student data to include I- Ready scores, grade-level assessments, and District Benchmark Assessments. Teachers will hold these conferences twice a year with parents/guardians of student(s) in their classroom. Families will be given a summary of the student's current data and an explanation of the interventions the teachers are using to assist the child in reaching proficiency at grade-level standards or moving beyond if already proficient. Parents/Guardians will be asked, as well as shown, ways in which they can support these efforts. Teachers will make themselves available to parents during the year to discuss their child's progress, either before or after school. Translators will be available at all parent meetings and made available when needed. A multi-lingual staff member is available to assist parents at their request. Parents may request additional conferences via email, dojo, agendas, online meetings, or phone.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (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 [ESEA Section 1116]:

RESPONSE: Important correspondences regarding Title 1 and other crucial information will be created in English and Spanish languages and distributed to parents to increase participation.

Translators will be available at all parent meetings and made available when needed. A multi-lingual staff member is available to assist parents at their request. Teachers and staff will make themselves available throughout the year. Families can call, set up a meeting with the teacher, and email them at any time. DOJO allows for translations in several languages. Messages will be sent out using this program so parents can read in the language of their choice.

Discretionary Activities

Describe any activities that are not required, but will be paid for through Title I, Part A funding [for example, home visits by school staff (including GETs and Home School Liaisons), transportation for meetings, activities related to parent/family engagement, etc.]

RESPONSE: Parent Engagement Nights will be presented to families. Title I funding will be used for food and supplies needed for each of these nights, which are presented once a quarter.

Uploads

Please prepare evidences below. Refer to your Beginning of the Year Timeline and Title I Crate for resources and sample documents.

2020-21 Title I Crate

- Evidence of parent input in the development of the school SIP/Title I Plan and Title I Budget (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of parent input in the development of the school Parent and Family Engagement Policy (PFEP) (Invitation meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)
- Evidence of Parent Involvement in the Development of the Parent-School Compact (Invitation, meeting agenda, minutes, sign-in sheets and written suggestions/comments from parents)

2020-21 Title I Crate

- Copy of the school SIP or Title I Plan (charter)
- Copy of the Parent and Family Engagement Policy (PFEP) (parent-friendly version)
- Copy of the Parent-School Compact (Final in all languages)