

Kimball Wiles Elementary Title I, Part A Parent & Family Engagement Plan

I, Katherine Munn, 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

Date Signed

Parent & Family Engagement Mission Statement

Response: The mission of the Title I Parent Engagement Plan at Kimball Wiles Elementary is to ensure that parents are active stakeholders in the program, that parents learn effective ways to help their children with their studies, and to help the school develop ways and means to assist parents in becoming active participants in the life of the school. All the faculty and staff at Kimball Wiles Elementary want and need parent support for their students and we support parents in this effort.

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:

- School Advisory Council
 - Parent Teacher Association/Organization
 - School Climate Surveys
 - Parent Activity Evaluation Forms
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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	Kimball Wiles Elementary will provide a Kindergarten Open House event for all parents of incoming Kindergarteners including Head Start students. The event will be coordinated by the Principal and kindergarten staff. Information will be provided by Principal and School Counselor.
2	VPK	The school will coordinate efforts by the VPK staff to utilize the school for parent meetings, VPK programs, safety drills, graduation and other activities.
3	ELL	Title I provides after school tutoring for ELL students to increase achievement. ESOL Parent Leadership Council Meetings.
4	UF Division of Student Life	Out of School Family/Student Learning Opportunities.
5	Home School Liaison	Home Visits/Invited to all PFE Activities
6	Social Worker	Home Visits/Counseling/Referrals to Agencies as Needed

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 2023	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings. Powerpoint posted on school website. Recording posted on school website.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September 2023	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September 2023	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 2023	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:

- Conduct multiple sessions of workshops to accommodate family schedules.
- Conduct workshops at various times such as morning, noon, and evenings
- Provide on-site childcare so that parents can participate in workshops.
- Provide food for parents when workshops occur during and after school hours.

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	Jumpstart into Kindergarten	Grade level teachers, and IIC Facilitator, BRTs, Principal, AP	Improve academic achievement of Title I students through effective parent education	August 2023	Parent sign in sheets, agenda, evaluations
2	Summer Slide/What to Expect in the Next Grade Level	Title I teachers, grade level teachers, and IIC Facilitator	Improve academic achievement of Title I students through effective parent education	Spring 2024	Parent sign in sheets, agenda, evaluations
3	Annual Meeting	IIC/Title 1 Lead	Improve academic achievement of Title I students through effective parent education	August 2023	Parent sign in sheets, agenda, evaluations

4	ESOL Parent PLC	Guidance ESOL Coordinator	Improve understanding of the ESOL program through effective parent education	Fall 2023	Parent Sign in sheet, agendas, evaluations
5	Technology For Portal Navigation	Tech Teacher	Improve understanding on how to navigate the student portal.	Fall 2023	QR Code that leads to a Google Form parent evaluation.
6	5 th Grade Moving to Middle School	IIC Facilitator/Guidance	Improve academic achievement of title 1 students as they move from elementary school to middle school	Spring 2024	Parent Sign in sheet, agendas, 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 2023	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 2023	Training agendas and sign-in sheets Training evaluations Parent Surveys
3	Effective Home-School Communication	Title I Lead Teacher and Principal	A positive student impact will result from the staff's ability to effectively work with families.	August 2023	Training agendas and sign-in sheets Training evaluations Parent Surveys

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 hardy copy upon request.
- **Meet The Teacher**

Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.
- Invitations sent home for all workshops.

- Title 1 portion of school website.

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.
- Share AIMS/Istations and Achieve information with parents.

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

- Parent conferences scheduled twice a year. Once each semester.
- Title 1 progress report sent home with report cards each nine weeks.

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.
- Title 1 Parent Survey sent home second semester.
- Parent Evaluations/Surveys at each Title 1 parent activity.

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.
- Provide school documents in various languages as practicable.
- Provide language interpreters for parent workshops when available.
- Provide Sign Language interpreters for parent workshops when available.
- ESOL Tutoring Opportunities
- ESOL PLC
- Family Liaison is invited to all PFE Activities
- Virtual options as applicable.