

**Terwilliger Elementary Title I, Part A**  
**Parent & Family Engagement Plan**  
**2019-20**

I, Ashlea Zeller, 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).

*Ashlea Zeller*

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**Signature of Principal or Designee**      **Date Signed**

## Parent & Family Engagement Mission Statement

**Response: The Family Engagement Mission for Terwilliger Elementary is to provide support to our families as a means to ensure that all learners acquire the skills, knowledge, and attitudes needed to become independent thinkers in order to succeed now and in the future.**

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### 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:

- The parents will be involved by requesting input and reviewing plan with the school's SAC
  - The parents will be involved by requesting input and reviewing plan with the school's PTA
  - Parents are invited to join both organizations
  - Notices of meetings will be sent home via newsletters, flyers, and posted on the school website and on the marquee
  - End of the year parent survey will be sent home for evaluation and input for the 2019-20 school year.
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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.	HeadStart Center	The school will provide a time and space for HeadStart to hold parent workshops
2	ELL Parent Meetings	Two parent meetings will be held for the parents of ELL students. The date to be determined by educators involved.
3.	HeadStart and VPK	Flyers, marquee, school web site will be used to advertise the 2020-21 Kindergarten Round-Up. I.
4.	HeadStart and VPK	The HeadStart Coordinator and VPK teachers will meet with the kindergarten team leader to discuss needs of their students thus ensuring a smooth transitions.

### 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	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.



2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	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	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:

As per 2017-18 Parent Engagement Needs Survey we will be offering the following Title I sponsored activities::

- Hosting a monthly Coffee and Chat with parents.
- Hosting quarterly afternoon and evening workshops
- Hosting 2 neighborhood afternoon or evening workshops.

### 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	Parent workshop for Grades 3,4,&5	Homeroom Teachers grade 3,4,5	Student planner will be a tool for <ul style="list-style-type: none"> <li>• Daily communication</li> <li>• Assisting with organization</li> <li>• Informing about upcoming projects and assignments</li> </ul>	Sept. 2019	<ul style="list-style-type: none"> <li>• Sign in sheets</li> <li>• Signatures in planner</li> <li>• Completion of assignments</li> </ul>
2	KG-5th grade Parent Coffee and Workshops	Home room Teachers grade K-5	Increase in parent participation and dialogue in order to increase student achievement	Sept. 2019- April 2020	<ul style="list-style-type: none"> <li>• Sign in sheets</li> <li>• Agenda</li> <li>• Increased academic achievement</li> </ul>
3	Outreach to the community by having a Welcome Back to School meet and greet.	Leadership Team	<ul style="list-style-type: none"> <li>• Increase in parents that pre-register their children.</li> <li>• Decrease in student tardies and absences.</li> </ul>	August 2019	<ul style="list-style-type: none"> <li>• Teacher Sign In</li> <li>• Parent Sign In</li> </ul>

	Faculty will take a tour of our zoned neighborhoods. We will make stops at several Club House's to provide resources and beginning of the year information to students and parents				<ul style="list-style-type: none"> <li>• Packet of information handed out</li> </ul>
4	Read Along with your Child	Principal Assistant Principal Title I Lead Teacher School Faculty	Increase parent awareness of literacy and genres that will aide in nightly reading. Will address importance of fluency, comprehension questions and parts of a story.	October 2019	<ul style="list-style-type: none"> <li>• Sign In Sheet</li> <li>• Workshop Agendas</li> <li>• Parent Feedback</li> </ul>
5	Math and Science Night	Principal Assistant Principal Title I Lead Teacher School Faculty	To provide parents with strategies to increase their students' achievement and engagement in science and math.	February 2020	<ul style="list-style-type: none"> <li>• Sign In Sheet</li> <li>• Workshop Agendas</li> <li>• Parent Feedback</li> </ul>
6	Two parent workshops will be held at two neighborhood Club Houses	Principal Assistant Principal Title I Lead Teacher School Faculty	<p>Increase in parent participation thus increased student achievement</p> <ul style="list-style-type: none"> <li>• Nov. Math Make it take it. Math games that will increase student fluency</li> <li>• May. Ready for Summer Reading. Parents will be given reading strategies that they can use to prevent the summer slide</li> </ul>	Nov. 2019 - May 2020	<ul style="list-style-type: none"> <li>• Sign in sheets</li> <li>• Workshop agenda</li> <li>• Parent feedback</li> </ul>
7	<p>Everything you ever wanted to know about the FSA Parent Picnic.</p> <ul style="list-style-type: none"> <li>• Standards</li> <li>• Question samples</li> <li>• Math</li> <li>• Science</li> <li>• ELA</li> <li>• Online resources</li> </ul>	Principal, Assistant Principal, BRT, Counselor, Title I	Increase in parent participation thus increased student achievement	March 2020	<ul style="list-style-type: none"> <li>• Sign in sheets</li> <li>• Workshop agenda</li> <li>• Parent feedback</li> <li>• Increase in parent attendance</li> </ul>

## 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	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	Training agendas and sign-in sheets Training evaluations Parent Surveys
3	PLC-Book Club	Leadership Team	<ul style="list-style-type: none"> <li>• Improved communication between Teacher and Student</li> <li>• Improved communication between Teacher and Parent</li> <li>• To build a strong School Community</li> </ul>	Oct. 2019-March 2020	<ul style="list-style-type: none"> <li>• Improved parent involvement</li> <li>• Decrease in student discipline referral</li> </ul>

## 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 a hard copy upon request.
- **Encouraging parents to join the PTA and participate in meeting.**
- **Encourage parents to attend SAC meetings**
- "Come Eat With Your Child" picnic lunch (November & March)
- Host a monthly Character Award Assembly. (A.M.)
- Host a quarterly Honor Roll Assembly (P.M.)

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## Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.



- Open House
- Monthly “Coffee and Chat” meetings

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.
- Meet the Teacher
- Open House
- Parent Teacher meetings
- Monthly “Coffee and Chat” meetings

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

- SAC Meetings
- PTA Meetings
- Data Chats
- Teacher Parent conference

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.
- Workshop evaluation will be used as input to plan for the next Title I Parent Involvement activity
- Program evaluation will be sent home in May 2019. Data from these will be used as guide when writing the 2019-20 Parent Involvement Plan.

## **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.
- Outreach to community by having a “Welcome Back to School” Meet & Greet at zoned neighborhood clubhouses.
- Providing ELL Home Liaison contact information to our ESOL parents.