

2023-2024 Title I, Part A Parental and Family Engagement Plan

Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.

Diane Cook-Nichols

Signature of Principal or Designee

4/20/2023'

Date Signed

School Name: Michigan Avenue Elementary School

Mission Statement (Optional)

Michigan Avenue Elementary will cultivate a collaborative community of students, parents, and teachers to ensure that all can learn and grow into creative, well-rounded individuals.

Parental and Family Engagement Mission Statement (Optional)

Michigan Avenue strives to involve parents in meaningful ways through educational activities, collaboration, and events that will help their child and our students reach their highest potential. Our school COMPACT includes a shared responsibility for the parents and school to make family engagement a priority.

How the parent and family engagement plan is a shared responsibility? (Optional)

Our school COMPACT includes a shared responsibility for the parents and school to make family engagement a priority. The parent responsibility is to participate in school related events and the school's responsibility is to provide opportunities for all school staff to participate with parents and students in school functions.

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

The PFEP involves events that take place for families which include a building capacity session for parents. These informational sessions help provide our parents with the tools they need to help MAES provide high quality outcomes for all students.

Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and REMIND. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

In each of the Title I Parent events, there will be a variety of stations set up for students and parents. Each station focuses on teaching parents an activity or skill that can be done at home to promote literacy or math skills. For example, during the Literacy Night, we offer several games and activities that teach parents how to promote literacy at home.

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.

Annual Parent Meeting

A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I Program.

The Annual meeting will be held twice, once in the morning and once in the afternoon/evening. Multiple times will allow parents to additional opportunities to attend. Parents will receive fliers that provide information about the meetings and the information will be shared on the school's Facebook page.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Diane Crook-Nichols	August-October	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Erin Williams	August-October	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Erin Williams	August-October	Collection of sign-in sheets
4.	Compile documents	Diane Crook-Nichols	August-October	Scan documents upload to LEA monitoring site

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

How will the school provide, with Title I funds, transportations, child care or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

Michigan Avenue Elementary will offer and provide parents with a method of transportation to get to the event, and provide childcare services to ensure that the parents' other children are taken care of and will not be disruptive. These simple accommodations can significantly increase parent participation in events such as parent-teacher conferences, committee meetings, and educational workshops.

Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

Each of the events that will be held at Michigan Avenue Elementary is designed to promote family and parent involvement. Teachers and staff members carefully plan for the events, and include activities that parents can continue to practice with their children at home.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	Fall Into Literacy Night	Amy Whetstone	Students and parents will learn about ways to incorporate reading into their daily routine. Parents will have access to the Media Center and the Book Fair as well.	October 2023	Sign-In Sheets, Meeting Notes, Attendance
2.	Math and Science Night	George Scherer	Parents and students will move through a variety of stations that allow them to experiment and play with Math and Science. Parents will see how they can practice these skills at home as well as make it fun.	February 2024	Sign-in sheets, fliers, meeting notes, attendance sheets
3.	Open House and Art Show	Erin Williams	Parents will have an opportunity to visit student classrooms and learn about the current teaching in the rooms. This will be prior to testing, and testing materials will be shared with parents to help students prepare. Artwork from the year will also be on display for parents to see the learning happening in BLOCK class.	March 2024	Sign In Sheets, Fliers, Meeting notes, attendance sheets
4.					
5.					

Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	PBIS Booster Workshop	Erin Williams and Amy Whetstone	Provide framework for Tier I, II, and III interventions to increase positive student behaviors. The training will directly impact students by minimizing disruptive behaviors to increase student focus and achievement. Parents will also be invited to learn about the school's economy system and support the core principles of Safe, Kind, and Responsible behavior at MAES.	August 2023	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	Parent and Family/Teacher Support	Michelle Sroka, Lynn Taylor, Gayle McWhorter	New teachers will participate in workshops that provide support for teachers on building communication between the school and families. Topics will include successful parent conferences and using the Remind system to increase parent engagement.	August - May 23-24	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.					
4.					
5.					

Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

Michigan Avenue Elementary will vary the day and time of school events to minimize scheduling conflicts for all parents and encourage staff to be flexible and persistent in seeking parent involvement. For example, MAE will host multiple sessions of parent-teacher conferences that include morning, after school, and

evening hours. Teachers will also contact parents who are still unable to attend to schedule personal meetings through the phone, TEAMS, or email. MAE is also actively engaged on social media, so that parents can have immediate access to information regarding the school through their devices. MAE uses Facebook and Remind to communicate with parents as well.

Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website

How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers via email. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

An electronic version of our Title I survey is provided to parents in order to get feedback on curriculum, testing, barriers, etc. Data is collected and results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

Accessibility

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

Our school has an outdial system called School Messenger that is used to contact parents in regards to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?

Information is shared with parents in English and in Spanish. A flyer in English and Spanish is prepared regarding Parent and Family Engagement Events held at Michigan Avenue Elementary. The flyer is designed in English and then sent to the Multicultural Department at the district office to be translated. Adequate time is provided for the translation service to take place. Upon receiving the flyer in Spanish, copies are made and sent home with the students. School reports are provided to parent in English with a copy provided in Spanish for our ESOL students.

Discretionary (Optional)

Any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement. Etc.)

(Optional)

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.					
2.					
3.					
4.					
5.					

Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

Time, lack of English proficiency, and child care are barriers indicated on the end of the year survey that hinder participation by parents. Parent work schedules often conflict with meetings and events held at the school. Poor English skills can often inhibit communications with working with the parents of immigrant, migrant, and refugee students. Often, the student is able to communicate more effectively in English than his or her parent and serves as a translator between the school staff and the parent; however, this limits the communication between staff and parent and belittles the parent. Because MAE recognizes that child care is also an issue for parents, we provide childcare services during SAC, PTO, and Title I meetings to that parents can participate without disruptions.

A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children?)

Michigan Avenue Elementary will provide parents with childcare services to ensure that the parents' other children will be taken care of and not a disruption. These simple accommodations can dramatically increase parent participation in events like teacher conferences, committee meetings, and educational workshops. Translation services will be provided at all school meetings and arranged parent-teacher conferences. MAE will also provide a translated version of handouts, flyers, newsletters, and other information provided in the family's native language, if available.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Language Barrier	Arrangements for translation are made with bilingual staff members for all parent events
2.	Child Care	We will continue to offer child-care during SAC, PTO, and Title I Meetings
3.		
4.		
5.		