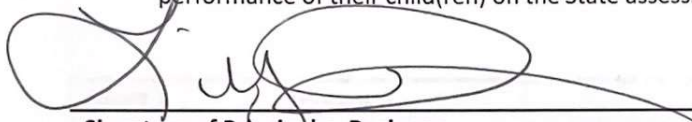


**2023-2024 Title I, Part A Parental and Family Engagement Plan**

**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.



Signature of Principal or Designee

4-13-23

Date Signed

**School Name: Cypress Elementary School**

**Mission Statement (Optional)**

**Parental and Family Engagement Mission Statement (Optional)**

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

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

**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]

Cypress Elementary will hold family nights in both fall and spring to provide families and parents with activities and strategies to support learning at home. The events will show the parents the curriculum and how they can support 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.

Cypress Elementary will hold its annual meeting in the first quarter of the school year. The dates will be selected to conduct our annual meeting to not conflict with other meetings. Flyers will be made in English and Spanish indicating the date, time, and location of the two separate meetings to inform parents about our Title I program. The PowerPoint presentation will be adjusted to reflect the Title I program and its implementation at Cypress Elementary. The agenda will be created to reflect the timeline of discussion for both meeting dates. A sign in sheet to reflect attendance at both meetings will be generated and collected. All the above, mentioned documents, will be uploaded to the School District of Osceola County's Title I Crate.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Megan Faust	August-December	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Megan Faust	August-December	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Megan Faust	August-December	Collection of sign-in sheets
4.	Compile documents	Megan Faust	August-December	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]

Through the partnership with PTO and SAC, Cypress Elementary will utilize a child care program to assist in parent attendance for parental informational nights.

**Building Capacity**

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

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	Academic Night (reading and math)	Ashley Burger and Tiffany Bernardo	Children and parents will participate in literacy and math activities to promote student achievement in math and literacy.	1/25/23	Sign-in sheets, flyers, meeting notes, agenda
2.	Multicultural Night and Parent Help Night (FOCUS, Teams, Classlink)	Maritza Duran and Camille Perez	Children and parents will participate in activities to help them help their children at home with learning in all content areas. Parents and families will also learn about all the cultures that are represented here at Cypress.	12/15/23	Sign-in sheets, flyers, meeting notes, and agenda
3.	Fine Arts Integration Night	Devin Hyde Evelina Wallace Nayda Flores	Children will share their work in our fine arts program, and parents will learn about the impact and opportunities available through the arts in the School District of Osceola County.	5/15/23	Sign-in sheets, flyers, meeting notes, and agenda
4.					
5.					

**Staff Training**

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	ESOL, preteach, services for ELL students and parents	Maritza Duran and Megan Faust	Provide framework for developing cultural awareness to help the culture gap.	September	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	Stakeholder meeting	Megan Faust	Provide information about parent involvement and parent's rights	October/November	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]

Family parent nights (ELA and Science). 21<sup>st</sup> Century Program to encourage afterschool help in closing the achievement gap. Parent nights to help them understand where to find communications, building relationships with staff, and checking their student's progress.

**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?

As a school, we will share information via REMIND, Facebook, flyers (both in English and Spanish) and signs in the carloop areas. We will provide a translator at every meeting and every event.

**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?

Barriers are transportation, language, and childcare.

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?)

Transportation, we will offer variety of times for various meetings and keep the addition of ZOOM. Language barrier will have a translator at every meeting. Childcare, ZOOM allows parents to be present with their own children-in the comfort of their home.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	Offering meetings right after school and via ZOOM
2.	Language Barrier	Providing a translator.
3.	Child Care	Offering via ZOOM.
4.		
5.		