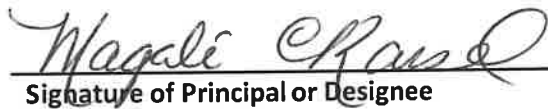


2023-2024 Title I, Part A Parental and Family Engagement Plan

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

4-10-2023
Date Signed

School Name

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. Translation is provided so that all parents can give their input.

Coordination and Integration with Other Federal Programs

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

Highlands will provide information to parents with ways that they can help their children learn and grow. We will provide this at our STEM, Math, and Literacy nights and throughout the year at other events, such as F.A.S.T information night for our 3rd-5th grade students' families.

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 transportation 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.

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

Throughout the school year, Highlands Elementary hosts events and activities on different nights and mornings to accommodate our parents' schedules. Our annual meeting will be offered on a morning and an afternoon in September 2023. Every third Tuesday of the month we hold our afternoon SAC meeting. Parents will report the Title I parent news from district Title I meetings, along with school staff to share SIP updates.

Building Capacity

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

As listed on the table below, we will have STEM Night, MATH Night and LITERACY Night to engage parents and families.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	STEM Night	Sue Tribit	Science committee will facilitate interactive Science activities for parents and students.	October	Sign-in sheets, flyers, meeting notes, Agenda
2.	Literacy Night	Amanda Gotwalt	Parents and students will be presented information on Florida Benchmark and how to help their children at home with reading.	January	Sign-in sheets, flyers, meeting notes, Agenda
3.	Math Night	Sue Tribit	Math committee will facilitate interactive math activities for parents and students.	December	Sign-in sheets, flyers, meeting notes, Agenda

Staff Training

We provide support to staff in conducting parent/teacher conferences as well as other communication tools to keep parents informed of student progress and ways that they can help their child.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Strategies for Communicating with Parents	Magali Rassel, Principal	Discover some helpful dos and don'ts for effective teacher-parent communication- in all types of conversations, not just difficult ones, thus improving student performance and achievement.	August	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	Addressing Barriers to Parent Involvement	Magali Rassel, Principal	Explore strategies to overcome bias effectively with a wide range of parents, making them feel valued and welcomed.	October	sign-in sheets, minutes, agenda, PowerPoint Presentation

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]

Highlands Elementary media center specialist will maintain and update resource materials for students and parents. In this situation, parents may sign-out resources that will assist the students with specific academic needs. These materials consist of reading games, math games or other academic resources that parents can use with their children at home. In this case, the teacher can suggest resources for parents to work with students at home and parents can check out the various materials.

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 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 can 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 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?

Our school has an outdial system called School Messenger that is used to contact parents regarding events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish.

We also utilize REMIND to send message- via text to parents. 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.

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?

As listed in the table below, transportation, language and child care were barriers to parent participation

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?)

As listed in the table below, we are walking distance from homes, we will provide translation and students are welcome to attend with parents.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	Neighborhood School- Walking distance
2.	Language Barrier	Translation offered
3.	Child Care	Students invited with activities offered
4.		
5.		