

**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 Kissimmee Elementary**

**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]

The school will provide evening events that address how parents and families can support academics throughout the school year. Parents are provided with different strategies that can be easily implemented at home in support of the standards students are being taught.

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.

A flyer will be sent home in both English and Spanish. The meeting will also be posted on the school marquee informing parents of upcoming events. REMIND app is utilized to send messages to parents for all meetings.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Elizabeth Terry- Assistant 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	Elizabeth Terry- Assistant Principal	August-October	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Elizabeth Terry- Assistant Principal	August-October	Collection of sign-in sheets
4.	Compile documents	Elizabeth Terry- Assistant 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 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]

Kissimmee Elementary is a community school that allows families to walk to all events. Child care is provided by our staff at events that it is needed.

### Building Capacity

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

Kissimmee Elementary School provides a variety of events involving parents to support their child’s education. Academic nights are offered based on parent input and surveys. Parents will get flyers and reminders of events held by the school.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	Parent Portal/ I DO curriculum Night	Leadership Team	Parents will learn about how to access student information (grades, attendance, testing, and discipline) in order to monitor the student’s academic progress. Parents will also get the opportunity to learn about student curriculum program specifically for Kissimmee Elementary by grade levels.	September 2023	Flyer, Training information, sign-in sheets
2.	Literacy Night	Literacy Coach/ Media Specialist	Students and parents will work together with the Florida B.E.S.T. Language Arts standards. Parents will have strategies and resources to use and take home.	October 2023	Flyer, Sign-in sheets
3.	STEM Night	Science Coach	Students and parents will work together with the Florida science standards while exploring various concepts through a hands-on approach.	December 2023	Flyer, Sign-in sheets
4.	Math Night	Math Coach	Students and parents will work together with the Florida B.E.S.T math standards. Students and parents will also have strategies to take home in support of the standards	March 2024	Flyer, sign-in sheets

## Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	ELA and Math B.E.S.T. standards/ Curriculum Unit Plans	Academic Coaches	Instructional Staff Training will encompass strategies to use in the class and to assist parents at home to continuously support academics	August 2023	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	English Language Learners	ECS	Instruction Staff Training where staff will learn strategies for parents to incorporate with their students to learn the language and support academics at home.	September 2023	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]

Kissimmee Elementary is focused on continuing education and support for parents and families. This includes English classes for parents to increase their knowledge of the language. We also hold monthly SAC meetings and family engagement nights that address the learning standards specific to each grade level.

## 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?

Kissimmee Elementary School provides flyers to parents in both English and Spanish for upcoming events and meetings. REMIND messages also go out to parents in their native language as another reminder for events and any other information parents/families need.

**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.					
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**Barriers**

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

The barrier experienced by most of our families as seen on the end of the year survey is the conflict of events coinciding with work schedules.

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?)

Kissimmee Elementary takes the measures needed to plan events during a time that works best for most families as noted in the SAC meeting and on parent surveys. The events planned also ensure that if families arrive to events late, they are still able to fully participate in all academic stations. Our events also include children of all age levels, so the whole family is able to participate.

<b>Count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the school will take to overcome</b>
1.	Transportation	The school is housed within walking distance of residences.
2.	Language Barrier	Interpreters are provided at all events.
3.	Child Care	Family events are created to include all children in the family
4.		
5.		