

Alachua Elementary School

2024 - 2025

Title I, Part A Parent & Family Engagement Plan

Parent & Family Engagement Mission Statement

Response: Alachua Elementary is a community that amplifies, empowers, and serves. We believe that working together with parents, schools, families, and communities will create meaningful partnerships that lead to gains in student achievement. We encourage parents and families to be actively involved in their child's learning in collaboration with the school to promote student success.

Engagement of Families

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:

- Parents will be given the opportunity to provide input at the Title I Annual meeting.
- Parents will be invited to participate in the planning and organizing of all Title I programs.
- Surveys, parent meetings, school correspondence, and other activities will be used to solicit input from parents regarding the implementation of the Title I program.

Response:

The school will conduct the Title I Annual Meeting within the first 30 days of the school term. During that meeting, parents will be asked to evaluate the presentation of materials, ask questions related to the Title I program, and be provided information on how they can be involved in the review, development, and evaluation of the Title I Program through participation in the School Advisory Council. Activity evaluations will be part of each Title I sponsored event at the school to collect additional input from parents and families.

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	ESOL	The school will contact the ESOL office for assistance with translations for school events and conferences. Based on the ELL reports, As Alachua's ESOL population totals 20+, two meetings are scheduled per year for parents and children covering various educational topics, digital resources, and initiatives to meet the needs of families of ESOL students. The Language Line provides live translation services in more than 200 languages. This helps the AES staff communicate with families who do not speak English. The service can also be used to translate documents, transcripts, etc.
2	University of Florida: New Worlds Reading	Partners with parents to help children develop reading skills with free books and literacy activities.
3	Orlando Science Center	Provides hands-on STEM-based content corresponding to Florida State Standards for families to experiment, investigate, and explore.
4	UF Lastinger Center for Learning	Provides free ESE testing for students in the lowest quartile.
5	UF//IFAS Extension Master Gardener Program	Provides education materials to teachers and collaborates with 4-H to help students learn about the environment. How can we bring families into this?
8	Hazel Health	Alachua County Public Schools' partnership with Hazel Health means students get high-quality telehealth care at no cost to families. Students can get teletherapy at school or home on any smartphone, tablet, or computer. All Hazel Health visits

		are safe and confidential. Meets with parents and/or students on an as-needed basis to assist with mental health
9	CDS Family and Behavioral Health Services, Inc.	Children and parents engage in activities such as group discussions, role-playing, interactive games, and self-reflection to address issues such as dealing with anger and building healthy relationships.
10	ParentGuidance.org	Alachua County School District provides this program to connect parents with a free parenting coach and therapist-created content to help them navigate the ups and downs with confidence.

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	The 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 handouts, and meeting minutes.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Copy Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for the Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Copies of the presentation and all handouts
4	Send notices in school letters to parents and send invitations via email to alert parents of meetings.	Principal, Title I Lead Teacher	August- September	Copy of letters and invitations Picture of School marquee Analytics from digital notices such as Fone Home System

Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Meetings will be offered at flexible times throughout the school year, such as before and after school, planning days, evenings after the parent work day and by appointments.
- The school will offer 2 Annual Meetings. The first will be in September, the same evening as the scheduled Alachua Elementary Open House night. The second will be a virtual session offered in January.
- Student-led parent conferences will be held during afternoon or evening hours at least once a year.

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	Title I Annual Meeting	Principal, Title I Lead Teacher	Improve the ability of parents to work effectively with their child to increase achievement.	September	PowerPoint handout, Parent Survey Evaluation, Sign-in sheet, and Agenda
2	Literacy Night	Principal, Assistant Principal, Title I Lead Teacher, School Faculty	Improve the ability of parents to work effectively with their child to increase achievement.	October	Parent handout, Parent Survey Evaluation, Sign-in sheet, and Agenda
3	ESOL Meeting	Assistant Principal, ESOL Office	Improve the ability of parents to work effectively with their child to increase achievement.	October	PowerPoint handout, Parent Survey Evaluation, Sign-in sheet, and Agenda
4	Veterans Day Celebration	Specials Team	Improve the ability of parents to work effectively with their child to foster a sense of patriotism, empathy and appreciation	November	Survey Evaluation
5	Winter Choir Concert -Carols and Cocoa	Music Teacher	Improve the ability of parents to work effectively with their child to foster a sense of school community	December	Agenda
6	Student-Led Data Chats	Principal, Assistant Principal, Title I Lead Teacher, School Faculty	Improve the ability of parents to work effectively with their child to increase achievement.	January	PowerPoint handout, Parent Survey Evaluation, Sign-in sheet, and Agenda
7	STEAM Night	Principal, Assistant Principal, Title I Lead Teacher, School Faculty	Improve the ability of parents to work effectively with their children to increase achievement.	April	Parent handout, Parent Survey Evaluation, Sign-in sheet, and Agenda
8	New Worlds Reading Center	New Worlds Reading Center, Title 1 Lead	Improve the ability of parents to work effectively with their children to increase achievement.	Fall	Parent Survey Evaluation, Sign-in sheet, and Agenda
9	School Carnival	PTA and Teacher Committee	Improve the ability of parents to work effectively with their children to foster a sense of school community	April	Agenda, Survey Evaluation
10	Spring Choir Concert- Ice Cream Social	Music Teacher	Improve the ability of parents to work effectively with their children to foster a sense of school community	May	Program, Survey Evaluation

Staff Training

The school will provide the following professional development activities to educate the teachers and school staff on how to reach out to, communicate with, and work with parents and families as equal partners and on 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 and Discuss Parent and Family Engagement Plan	Administration and Title I Lead Teacher	Improve the ability of staff to work effectively with parents by increasing parent involvement and student achievement.	August	Agenda, sign-in sheet, evaluations and minutes
2	Review and Discuss	Administration and Title I Lead Teacher	Improve the ability of staff to work effectively with parents by increasing	August	Agenda, sign-in sheet, evaluations and minutes

	Home-School Compact		parent involvement and student achievement.		
3	Planner and Nicky Folders Training for Teachers	Title 1 Lead Teacher	Increased parent involvement in their child's education, leading to student academic growth	August	Agenda, sign-in sheets, FAST PM3, DIBELS
4	Engaging Parent Strategies	Principal, Assistant Principal, IIC, BRT Counselor	Increased parent involvement in their child's education, leading to student academic growth	August 2024-May 2024	Meeting/Training agendas, sign-in sheets, parent contact logs, FAST PM3, DIBELS
5	Student-Led Data Conferences	Principal, Assistant Principal, IIC	Increased parent involvement in their child's education, leading to student academic growth	October	Meeting/Training agendas, sign-in sheets, parent contact logs, FAST PM3, DIBELS

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 is hard copy upon request.

Communication:

The school will provide parents of participating children with:

- Timely information about the Title I program and activities by
 - Conducting the Annual Meeting.
 - Announcements of additional parent meeting opportunities are on the school website, school marquis, AES newsletter, flyers, and fone home.
- 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.
 - Weekly parent communication folders.
 - Open house.
 - Parent/Teacher conferences.
 - Student-led data chats.
- Opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to their children's education;
 - Parents are encouraged to attend SAC meetings.
 - Parents are invited to IEP, 504, and EPT meetings.
 - Parent surveys are a part of all Title 1 parent events.
- 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;
- Collect all written comments on the Parent Survey Evaluation sheets and submit them to the LEA.
- Title 1 complaint procedure is provided to families as a part of the Title 1 back-to-school information.

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 to identify families needing accommodations to participate actively in school activities.
- Parents are notified through mailed correspondence, notifications sent home with students, and postings on the school website.
- ELL enrollments are checked monthly to ensure that information is provided in a language parents can understand.

Response:

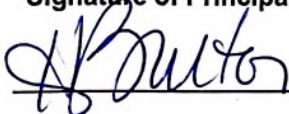
Upon request, the school will provide a language interpreter to assist families during conferences and family events.

I, **Holly Burton**, 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 implement 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 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).

Signature of Principal or Designee



Date Signed

June 3, 2024