



Title I, Part A: Parent and Family Engagement Plan

School: West Navarre Primary

I, Deanna Blalock, 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 the appropriate state and federal staff. I further certify that all expenditures will be obligated 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 be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

A handwritten signature in blue ink, appearing to read "D. Blalock", written over a horizontal line.

Signature of Principal or Designee

09/08/2021

Date signed

Mission Statement

Parental Involvement Mission Statement

Response:

WNPS seeks to build meaningful relationships with parents and families in order to partner with and empower parents and families as their child's first and most important teacher(s).

Engagement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely matter in the planning, review, and improvement of Title I programs including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

Response:

1. Conducting an annual meeting for parents. All parents will be invited and encouraged to attend. During this meeting, we will focus on explaining the requirements of Title I Program, the right of parents to be involved, Parent Compact, SPAR, Parent and Family Engagement Plan, School Grade/AYP, and our School Climate Survey.
2. Offering a flexible number of meetings to accommodate the varying schedules of parents. Child care may be provided if applicable. Due to COVID-19, we will be expanding our offerings of virtual meetings to provide more flexibility and opportunity for parent engagement.
3. Establishing a parent involvement advisory committee (School Advisory Council) that includes faculty, staff, parents, business members, and community members. All parents are encouraged to attend/observe meetings. The Council is reflective of our school diversity. The School Advisory Council will provide input for our school, assess the effectiveness of the Parent Involvement Program, and make recommendations for positive changes regarding parent involvement. The Council shall serve in an advisory capacity to the school principal, to assist in the development of the educational program, and in the preparation and evaluation of the School Improvement Plan required pursuant to Section 230.23 (18), Florida Statutes.

Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to other federal programs such as Head Start, Home Instruction Programs for Preschool Youngsters, Voluntary Pre-Kindergarten, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA Section 1116]

Response:

Pre-K to Kindergarten Transition: The Head Start Program provides parents with transition activities. Receiving kindergarten schools are provided with student information. ESE Pre-K students have a transition IEP meeting with ESE Pre-K staff and Kindergarten inclusion teachers to help with transition planning and needs.

Family Reading Night: WNPS will host events periodically throughout the year to support literacy in the home. This may become a virtual activity this year depending on community health concerns.

Parent Institute Newsletters: WNPS will provide literature to families regarding how to support children at home with academics.

Open Media Center Nights: WNPS media center will open periodically to encourage literacy and family engagement. Our media center has adjusted this activity this year to engage our remote learner families. We will be offering curbside pick up after school for families (including remote learners) to come and check out books.

WNPS has representation from its ESE staff on our Literacy Leadership Team and STEAM Team as these teams help plan our Family Reading Night(s) and STEAM Nights. This representation is helpful in providing insight to support our families of students with special needs.

Annual Parent Meeting:

Describe 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 nature of the program, and a description of how the meeting will cover adequate yearly progress (AYP), SCHOOL choice, and the rights of parents.

Response:

Annual Title I Meeting - held each September. This will be recorded and posted to our Facebook and website.

Title I webpage information

Student Handbook information

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how the school will provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent and family engagement [Section 1116]

Response:

WNP will offer a variety of meetings throughout the school year including, but not limited to conferences, family reading nights, STEAM Night, and our open media center times. When appropriate WNP will provide childcare, refreshments, and door prizes in order to encourage parents' attendance.

Parent meetings, such as PTO and SAC, may have childcare available so as to be able to include as many parents and stakeholders as possible. Additionally, minutes will be shared so all stakeholders can have access to information.

Educational information and links to help parents assist their children with homework, reading, math or other activities will be available on WNP's website.

Family events will also include information on Florida Standards. Teachers are also being trained in how to deliver instruction specific to standards, record progress along each standard and communicate to parents performance related to each standard.

Additionally, WNPS will utilize video and social media to broaden the impact and dissemination of information to families.

**For 2021-2022, due to community health concerns and to provide flexibility, we will be offering a virtual component to our school-wide activities. Additionally, parent conferences will/can be held through Microsoft Teams or Zoom. PTO and SAC meetings will be held via Zoom until we can resume live meetings.

Building Capacity

Describe how the school will implement activities building the capacity for meaningful parent/family involvement, relationships with the community to improve student achievement, materials and trainings to assist parents/families to work with their children, and any other reasonable support for parent/family engagement activities [ESEA Section 1116]

Response:

STEAM Family Night: Parent and family participate in STEAM activities that include Florida Standards in Math and Science.

Family Reading Nights: Parents and families participate in literacy activities to increase confidence and foster a love of reading.

Parent Institute Newsletters: Newsletters will be shared with parents detailing activities and strategies that parents can use at home to support student learning.

Staff Training

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and staff with the assistance of parents/families in:

1. The value and utility of contributions of parents/families;
2. How to reach out to, communicate with, and work with parents/families as equal partners;
3. Implementing and coordinating parent/family programs and in building ties between parents/families and the school. [ESEA Section 1116]

Response:

Beyond the Bake Sale: The Essential Guide to Family/School Partnerships- book study for school leadership

McKinney-Vento Training: Improve the awareness and ability of teachers and staff to effectively reach families experiencing homelessness

Communication

Describe how the school will:

1. provide timely information about the Title I programs;
2. 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;
3. if requested by parents provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren);
4. submit parents/families' comments if the schoolwide plan is not satisfactory to them. [ESSEA Section 1116]

Response:

During Open House, each teacher will inform parents of the assessments to be given and the expected outcomes. Should a parent request a meeting to discuss appropriate decisions relating to the education of their child, one would be granted.

Title 1 information is included in the beginning of the year orientation materials and is included in registration packets.

All events will be advertised on the school social media channels, school website, on the school's marquee, and through School Messenger.

WNP's curriculum is in line with Santa Rosa County School District's adopted instructional materials: Harcourt Math, Reading and Science. Small Group Instruction is provided for students needing intervention in reading. Student Assessments include, but are not limited to STAR Reading, Star Early Literacy, Star Math, AR, and Freckle.

Parent conferences are mandated for all kindergarten students at the end of the first quarter. WNP teachers will schedule parent conferences at any time that the teacher or parent deem necessary.

WNP has also established a social media team to help distribute information to parents and families. This team meets monthly and schedules the release of information through Facebook and other social media platforms.

A summer parent meeting is held to seek input from parents and stakeholders to develop WNP's school improvement and parent and family engagement plans. Parent surveys are also sent home during the year to cultivate feedback on school events and functions.

Accessibility

Describe how the school will:

1. provide full opportunities for participation in parent/family engagement activities for all parents/families;
2. share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format and in languages the parents can understand.

Response:

As mentioned previously, WNP has made concerted efforts to distribute information and make it as accessible as possible by utilizing various formats of media, including social, and hosting parent events at various times of day.

In an effort to seize full opportunities for participation of ESOL, ELL, Migratory Children's parents, material will be available in their native language or as information relates to students' needs. When requested or needed, WNP will make concerted attempts to provide translators for parents who speak other languages. Parents of ESOL, ELL and migratory children will be invited to meet with other parents in a small group setting with the ESOL teacher.

Barriers

Describe the barriers that hindered parent participation in the previous school year. What steps will the school take during the upcoming school year to overcome the barriers (with attention paid to families who are disabled, have limited English proficiency, and parents/families of migratory children. [ESEA Section 116]

Response:

Short notice - disseminate information two weeks prior to the event

Lack of childcare - vary times of activities, utilize video and social media, provide childcare where possible.

Limited English proficiency - WNPS has a Spanish-speaking ESOL paraprofessional to work with families and students. Work with our ESOL teacher and paraprofessional to develop activities specifically to engage these families.

Students with disabilities - have representation on our committees from our ESE department and develop specific activities at events to specifically engage these families and students.