

## 2020-2021 Parent and Family Engagement Plan

<b>School Name</b>	<b>Eagle's Nest Elementary School</b>
<b>LEA</b>	<b>Orange County Public Schools</b>

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

### Assurances

The above named school agrees to the following assurances:

- Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Jointly develop/revise plan with parent and make available to the local community;
- Involve parents and families in planning, reviewing, and improving schoolwide program plan;
- Use the findings of 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;
- 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;
- Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

### Mission Statement

<p><b>1. Does the mission statement include:</b> How the parent and family engagement plan is a shared responsibility?</p> <p>How the parent and family engagement</p>	<p>The mission of the Title I Parent and Family Engagement Plan (PFEP) at Eagle's Nest Elementary is to increase student achievement by strengthening the home-school connection through collaborative partnerships with families and the surrounding community.</p>
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plan will assist in providing high quality instruction for all learners?	The PFEP will assist in providing high quality instruction for all learners by providing resources for parents. Parents will be able to learn skills and different ways to help their children at home as a result of attending parent events where the school will model these behaviors. Additionally, there will be several different curriculum nights aligned to the state standards where students and families will have access to curriculum that is needed to help students be successful academically.
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### Involvement of Parents

<b>2. Does the plan include:</b> How the school will involve the parents and families in an organized, ongoing, and timely manner 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]?	The Parent and Family Engagement Plan (PFEP) and the School Improvement Plan (SIP) are developed in partnership with Eagle's Nest parents. Developing, implementing and evaluating these plans is the responsibility of the School Advisory Council (SAC). Prior to the approval of both plans, parents are given the opportunity to review the plans and offer their input. At the end of the 2019-2020 school year, parents were given surveys requesting their input on activities, trainings, and materials they required to support their child at school and at home. Data from these surveys was used to write the SIP and the PFEP. Parent members of the SAC are involved in decision making regarding how parental involvement funds are allocated at the school.
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### Coordination and Integration with Other Federal Programs

<b>3. Does the plan include:</b> How the school will coordinate and integrate parent and family engagement programs and activities?  How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?	Eagle's Nest Elementary School will coordinate and integrate parent and family engagement programs and activities through a host of planned events throughout the school year. These activities will teach parents how to help their child(ren) at home through the implementation of various best known practices that are linked to learning. See below for a breakdown of the different programs.
<b>Program</b>	<b>Coordination</b>

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Pre-K Varying Exceptionalities ESE - IDEA	<p>The Title I and VPK office coordinate appropriate early childhood programs and transition programs for pre-k students who will enter kindergarten. Title I Part A supplements the funding of the district's VPK programs.</p> <p>The Title I and VE PK office work together to coordinate appropriate early childhood programs and transition programs for pre-k students who will enter kindergarten. Activities may include: coordinated meetings with parents and the VE PK teacher to discuss specific learning needs of students, joint parent meetings to discuss transitioning, etc.</p>
Title I-Part C	Migrant staff participate in parental involvement meetings. There are many migrant students who attend Title I schools. Therefore, migrant staff assist part C parental involvement meetings.
Title II	Title II provides schools with supplemental funding to support the professional development needs of staff related to parent involvement.
Title III	Title III funds are used to support parent involvement activities for parents of English language learners. Title I and Title III staff collaborate activities whenever possible.
Title X	McKinney Vento Program provides support to our homeless students.

### Annual Parent Meeting

<p><b>4. Does the plan include:</b></p> <p>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?</p> <p>A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?</p>	<p>Eagle's Nest Elementary School will host an annual Title I meeting to inform parents and families of children participating in Title I program at the beginning of the school year. We will host a meeting to educate parents in the following methods:</p> <p>The principal and Assistant Principal will provide a video for parents to watch that covers the Annual Yearly Progress and the specifics of the Title I program. School Choice will be addressed via district handouts, and the rights of parents will be provided via brochure and other resources.</p> <p>Parents and families are informed of the nature of the Title I program in the video with school administration. This video will explain what Title I is and the roles and responsibilities of the government, the school, the parents, and the students. This video will discuss how Title I funds are spent and how Title I schools work with other agencies to provide for students.</p>
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	Parents will invited to the school to attend this meeting and the meeting will also be shared virtually under the county guidelines. (This plan will change as needed for accommodating distance learning.)		
<b>Activity/ Task</b>	<b>Person Responsible</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Develop and disseminate invitations	Title I Contact	September	Flyer with date of dissemination
Advertise/Publicize event	Title I Contact	September	Flyers, Connect Orange, Marquee, School Website, Facebook Page
Create agenda, handouts, and/or presentation materials that address the required components	Title I Contact	September	Copies of agendas, handouts and number of participants
Develop sign in sheets	Title I Contact	September	Sign in sheets
Conduct Annual Meeting	Title I Contact	September	Power Point, Sign in sheets & Parent evaluations
Maintain Documentation	Title I Contact	September	Title I documentation uploaded to Eagle's Nest Sharepoint site
Share Documentation	Title I Contact	October	Documentation will be uploaded to OCPS Title I Sharepoint site

### Flexible Parent Meetings

<b>5. Does the plan include:</b> How will the school offer a flexible number of meetings, such as meeting in the morning or evening?	Eagle's Nest Elementary School faculty and staff value parental involvement and have put measures in place to offer parent meetings at times that are convenient for parents. The principal will work with the Parent Engagement Liaison to create a flexible schedule to ensure that meetings and/or conferences are held at
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<p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>times that are convenient for both the teacher and parents. This will also now include virtual meetings using Big Blue Button.</p> <p>If parents are unable to attend scheduled meetings, they will be provided opportunities to meet with school staff upon request. Our parent resource center will be open every school day from 8:00am until 3:30pm for parents to select material or meet with our Parent Engagement Liaison. The center will also be open during parental involvement monthly evening activities. During the 2020-2021 school year our Parent Engagement Liaison will also host parent workshops that are separate from our traditional monthly family nights to provide additional support and resources for our parents. For instance, this would include workshops on how to communicate with teachers, resume workshops, and helping to de-stress testing season.</p>
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### Building Capacity

<p><b>6. Does the plan include:</b> How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families to work with their child(ren)?</p> <p>How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p>	<p>Eagle's Nest Elementary School will provide workshops and activities for our parents to help strengthen the school to home and home to school relationship. The school will make sure that these workshops impact student achievement by providing parents with resources to help their children with academics at home.</p> <p>Eagle's Nest will also work on strengthening our relationship with our community by fostering relationships we have started with our Partners in Education. These partners will be invited to attend our events and they will be allowed to be on our campus for our workshops.</p> <p>The Eagle's Nest Parent Engagement Liaison (PEL) will be the main point of contact for parents to receive resources, support, and information about activities that engage parents.</p> <p>Below is a breakdown of Parent Engagement Activities that will take place to build capacity for meaning engagement of community and families.</p> <p>These meetings and parent events could also be recorded and presented in an online fashion should we be operating under distance learning for the 2020-2021 school year.</p>
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Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Meet the Teacher	Principal; Assistant Principal; Leadership Team, Parent Engagement Liaison (PEL)	Parents and student will have the opportunity to meet their teacher prior to the start of the school year. This will allow the relationship building process to begin. (Sustained Community Engagement)	August	Agenda; Sign in sheets
Open House; Annual Title I Meeting	Principal; Assistant Principal; Title I Contact, Parent Engagement Liaison (PEL)	A presentation will be provided to parents explaining the details of a Title I school, how Title I funds are used, Parents Right to Know, School-Parent-Student Compacts, Parent responsibilities. Parents and students will also have the opportunity to visit their class to meet face-to-face with their teachers. (Sustained Community Engagement)	September	Agenda; Sign in sheets; Power Point
Parent/Teacher Conference Night  **Individual conferences will also be scheduled on an as needed basis	Principal; Assistant Principal; Leadership Team; Classroom Teachers	Two nights will be held to allow parents to sign up for conferences to discuss their child's academic progress. (Sustained Community Engagement & Intense Focus on	October January	Agenda; Sign in sheets; Conference Notes

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		Student Achievement)		
<b>Parent Workshop:</b> How to help your child be a successful student.	Parent Engagement Liaison (PEL)	Parents will learn how to help their child in school. They will learn how to work on homework, how to understand the content of school lessons, and how to promote social/emotional growth. (Sustained Community Engagement & Intense Focus on Student Achievement)	September	Agenda, Sign-In Sheets, Photos, Handouts
<b>Parent Workshop:</b> How to communicate with your child's teacher	Parent Engagement Liaison (PEL)	Parents will learn how to ask the right questions of teachers and how to monitor the success of their child both academically and behaviorally. (Sustained Community Engagement & Intense Focus on Student Achievement)	October	Agenda, Sign-In Sheets, Photos, Handouts
Family Math Night	CRT & Math Coach	Students and their families will be able to attend an event at Eagle's Nest where each student can participate in many hands on math activities. All activities will be aligned to the Florida state	November	Agenda; Sign in sheets; Photos

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		standards. (Sustained Community Engagement & Intense Focus on Student Achievement)		
<b>Parent Workshop: Resume &amp; Job Workshop</b>	Parent Engagement Liaison (PEL)	Parents will learn how to create a successful resume and also learn tips on searching for jobs and being ready for the working community. (Sustained Community Engagement & Intense Focus on Student Achievement)	November	Agenda, Sign-In Sheets, Photos, Handouts, Power points
Parent Workshop	Title I Contact	Workshop content will be developed based upon needs and requests made by parents during the Annual Title I meeting. (Sustained Community Engagement)	December	Agenda; Sign in sheets; Power Point
Family Literacy Night	Principal; Assistant Principal; Literacy Committee	Students and their families will be able to attend an event at Eagle's Nest where each student can participate in many hands on literacy based activities. A live storyteller will give a presentation. Free books will be given away to all students. All activities will be aligned to the	January	Agenda; Sign in sheets; Photos

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		Florida state standards. (Sustained Community Engagement & Intense Focus on Student Achievement)		
Black History Celebration	Principal; Assistant Principal; Black History Committee	Performances, presentations, and artwork will be on display to celebrate African American heritage. (Sustained Community Engagement)	February	Agenda; Sign in sheets; Photos
Family FSA & Testing Information Night	CRT	A presentation will be held to inform parents of all the state and district required testing for students. State standards, testing strategies and resources will be shared with parents. (Sustained Community Engagement & Intense Focus on Student Achievement)	March	Agenda; Sign in sheets; Power Point
<b>Parent Workshop: "No Stress Test" Workshop</b>	Parent Engagement Liaison (PEL)	Parents will learn strategies to help their kids manage testing season.	April	Agenda; Sign in sheets; Photos, handouts, power points
Family Science Night	Leadership Team	Students and their families will be able to attend an event at Eagle's Nest where each student can participate in many hands on science activities and labs. All	April	Agenda; Sign in sheets; Photos

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		<p>activities will be aligned to the Florida state standards. The Orlando Science Center will provide all activities and labs. (Sustained Community Engagement &amp; Intense Focus on Student Achievement)</p>		
<p>Step Up to New School Year</p> <p>AND</p> <p>Parent Workshop: How to stop the "summer slide".</p>	<p>Leadership Team</p> <p>AND</p> <p>Parent Engagement Liaison</p>	<p>Students and their families will be able to visit a classroom for the grade level they will be moving up to for the 18-19 school year. This will allow parents and students the opportunity to find out the expectations and academic requirements for the next grade. Teachers for the next grade level will be available to guide parents through the transition process. (Sustained Community Engagement &amp; Intense Focus on Student Achievement)</p>	<p>May</p>	<p>Agenda, Sign In Sheets, Photos</p>
<p>PTO/SAC Meetings</p> <p>*Meetings will be held in conjunction*</p>	<p>Principal; Assistant Principal; CRT</p>	<p>Monthly meetings will be held to discuss and modify the SIP, PFEP and Compact. The allocation of PI funds, strategies for</p>	<p>Second Tuesday of the month</p>	<p>Agenda; Sign in sheets; Notes</p>

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		parents to use at home will also be discussed. (Sustained Community Engagement & Intense Focus on Student Achievement)	

### Staff Development

<p><b>7. Does the plan include:</b>          A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff:          - with the assistance of parents/families, in the value and utility of contributions of parents/families?          - in how to reach out to, communicate with, and work with parents/families as equal partners?          - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]?</p>	<p>Eagle's Nest Elementary School is committed to building the capacity of all teachers and staff. Throughout the year we will be hosting different professional development activities that will help our teachers not only in the classroom, but with strategies to help with parent engagement in their classroom. Our staff will receive specialized instructional support.</p> <p>Below are the different activities we have lined up to implement and build meaningful parent and family engagement with our staff.</p>			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Parent and Family Engagement Professional Development Module 1 - Building	Parent Engagement Liaison	Improved school staff resources to create a welcoming school environment, understand and	November 1	Sign-in sheets, exit slips

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Strong Partnerships with Parents and Families		value the importance of parent and family engagement, and maintain strong school to home partnerships		
Parent and Family Engagement Professional Development Module 2: Building Ties Between Home and School	Parent Engagement Liaison	Improved ability of staff to work with parents and families	December 13	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 3: Implementation and Coordination of Parent and Family Engagement Programs	Parent Engagement Liaison	Increased parent and family participation in school activities which support student achievement	January 10	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 4: Communicating and Working with Parents as Equal Partners	Parent Engagement Liaison	Improved relationship, communication and collaboration between parents and school	March 14	Sign-in sheets, exit slips

### Other Activities

<p><b>8. Does the plan include:</b> How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?</p>	<p>Our new Parent Resource room will be accessible Monday through Friday from 8:30am - 3:30pm inside of the media center. Our Parent Engagement Liaison will be located in this room as support for our parents. This resource center will be used for parent trainings, use of parent resources, use of computers and opportunities for parents to volunteer. Staff members are available on campus to provide Spanish and Haitian Creole translations for our non-English speaking parents. Eagle's Nest will assist parents in understanding Florida's academic and achievement standards and the School Improvement Plan. Eagle's Nest will assist parents in helping improve the achievement of their children through parenting workshops, monthly parental involvement activities such as: Family Literacy Night, Family Math &amp; Science Night and</p>
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	Open House. Eagle's Nest encourages parents/guardians to participate in all programs and activities that provide insight and information to parents on how they can more fully participate in the education of their child.		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Parent Breakfast	Parent Engagement Liaison	October	Sign-In Sheets and handouts
OCPS Parent Academy	Parent Engagement Liaison	November	Sign-In Sheets and handouts
OCPS Virtual Parent Academy	Parent Engagement Liaison	May	Sign-In Sheets and handouts

### Communication

<p><b>9. Does the plan include:</b> How the school will provide timely information about the Title I programs?</p> <p>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?</p> <p>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)/</p> <p>How the school will submit parents/ families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p>	<p>Information will be sent home in a timely manner in the following ways: by book bag, newsletters, teacher written communication, posted on the school website and Connect Orange phone calls. During the fall, parents will be invited to the annual Title I parent meeting. Eagle's Nest Elementary holds a general meeting in September where information is presented about the Title I Programs, the curriculum, and academic assessments. During Open House, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. Teachers will maintain sign-in sheets and provide a copy to the Parent Liaison who will maintain documentation of the disseminated information. Parents can schedule parent/teacher conferences as needed throughout the school year. The process of communicating events at school for the remainder of the year will continue.</p>
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### Accessibility

<p><b>10. Does the plan include:</b>          A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?           A description of how the school will share information related to school an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?</p>	<p>Eagle's Nest Elementary will provide oral and written communication for parents in English, Spanish and Haitian Creole (as needed). Translators will be available at parent meetings and in school offices to provide translation services to non-English speaking parents to ensure that parents and teachers comprehend and work toward student success. The English Language Survey results will be used to determine the number and specific needs for translations into a language other than English. There will be extra support for parents with any physical impairments.</p>
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### Discretionary Activities

<p><b>11. Does the plan include:</b>          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.)</p>				
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Providing necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of	Principal, Assistant Principal, Leadership Team, Parent Engagement Liaison	Sustained Community Engagement & Intense Focus on Student Achievement	December January March	Flyer Sign-In Sheet Agenda PowerPoints, etc.

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funding for that training.				
Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school	Administration; Teachers; Staff	Sustained Community Engagement & Intense Focus on Student Achievement	On Going	Flyers Sign-In Sheet
Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.	Title I Contact; PIE Coordinator, Parent Engagement Liaison	Sustained Community Engagement & Intense Focus on Student Achievement	On Going	Continued Relationships
Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related	Title I Contact	Sustained Community Engagement & Intense Focus on Student Achievement	On Going	Sign-In Sheet Documentation

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meetings and training sessions			
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### Barriers

<p><b>12. Does the plan include:</b>          A description of the barriers that hindered participation by parents during the previous school year?</p> <p>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 [ESEA Section 1116]?)</p>	<p>Eagle's Nest Elementary School has identified that there are barriers to parental participation in school activities. After discussion with parents and reviewing past plans, it has been determined that the following are the biggest issues:</p> <ul style="list-style-type: none"> <li>• Student Tardiness</li> <li>• Parent Work Schedules (Economically Disadvantaged)</li> <li>• Language</li> <li>• Lack of Participation in PTO/SAC</li> </ul>
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Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Student tardiness	Attendance and Tardy Policy will be re-created and our leadership team in conjunction with our social worker will be responsible for monitoring the attendance and tardy warning letters. Meetings will take place with students who are in violation of the amount of acceptable days.
Work schedule (Economically Disadvantage)	Adjusted times and days of some activities. This will include having specific parent only activities during the school day in our Parent Resource Center.
Language (Limited English Proficient)	Translation provided in written and oral communication.
Lack of participation in PTO/SAC	<p>Eagle's Nest encourages all parents to participate in school activities. We will begin a Parent Recognition program during our monthly parental involvement events, where we will recognize parents who attend the PTO/SAC meetings. Parents will also be encouraged to bring their children to the meetings.</p> <p>We will be more aggressive with our communication plan to make sure that</p>

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	communication goes out to parents in a timely manner and in different forms. (Newsletter, Reminder Stickers, Connect Orange, etc.)
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### School-Parent Compact

<p><b>13. Does the plan include:</b> As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement?</p>	<p><b>Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.</b></p>
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### Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by

This policy/plan was adopted by the school on  and will be in effect for the period of .

The School will distribute this policy to all parents of participating Title I, Part A children on or before .

<b>Signature of Authorized Personnel</b>	
<b>Date</b>	

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Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- Parent survey of previous year's events and activities
- Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- Parent Feedback Summary of PFEP Evaluation
- Parent and Family Engagement Activities Tracking Form