



SCHOOL-LEVEL PARENT AND FAMILY ENGAGEMENT PLAN

2022-2023

Gerald Adams Elementary School

Dr. Fran Herrin

5855 College Road

Key West, FL 33040

I, Anne Herrin, 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 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.

Mission Statement (optional)

Response: We are committed to working to collaboratively provide a quality learning environment in which ALL children can learn and develop to their maximum potential.

Engagement of Parents

Response: Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the initial SAC meeting, parents will be provided with information regarding the school budget to include the Title 1 allocation. Parents will be given the opportunity to provide input in the development and decision-making processes of all school-based Title 1 activities as a part of the School Improvement Process. We also have two Title 1 parent meetings. The first is dedicated to informing parents in regard to what being a Title 1 school means to parents and students. We have a second meeting designed to evaluate our program and solicit parent input in the spring prior to programmatic and budget processes beginning.

Parents can add agenda items by emailing the administration or by presenting their item in our SAC meeting.

Parents who are unable to attend our meetings can access documents including agendas, power points and proposals on our school website. They can email or send in feedback. Agendas for all meetings are posted on the GAE website and are emailed to SAC members prior to each meeting.

During the 22-23 school year, we will continue with the changed format for SAC by including our Student Council and various student groups as part of the presentations. We experienced some increased involvement by allowing students to "show" parents how the decisions made and programs offered can, and do, help each child's academic progress. We also feel the family as whole will be more invested in decision-making.



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Barriers	
Describe barriers that hindered participation by parents during the previous school year and what steps the school will take during the current 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).	
Barrier (including specific subgroup)	Steps the School will Take to Overcome
Time is difficult to find due to our extensive after-school program	We establish Tuesdays as our training and staff meeting days so teachers and staff can plan on the day.
Resources to support parent involvement	We have Title I set-aside but more community involvement will be requested for food and supply donations to ensure that resource needs are met.
Transportation	Not all parents have transportation to events. We will work with Transportation Services to arrange pick up and drop off for school events.
Restrictions due to COVID 19- Initially, SAC meetings must take virtually and parent-involvement nights are going to include social distancing measures.	We will build capacity with TEAMS in order for parents to use it as an option in the future. We will utilize extensive outdoor space to allow for social-distancing while encouraging parents to be present for events.

Flexible Parent Meetings
<p>Response: The administrators and staff at Gerald Adams Elementary School believe in, and are committed to, the involvement of our parents. We have conducted a parent survey to find out the days and times that work best for parents to attend workshops, meetings and activities. Our annual meetings for parents of participating children will be offered Mid-September and Early Spring. Meetings and parent learning opportunities are scheduled throughout the day, as well as early morning and evening hours to accommodate our working parents. Throughout the year, our faculty fosters a parent-friendly environment and provides parents with strategies to use at home that support academic achievement. At least ten meetings are held a year. We do half in the morning and half in the early evening. Title 1 funds contribute to these events. We also make home visits as needed. This year, teachers are utilizing Google Classroom, Class Dojo, and other platforms to increase communication with parents.</p>

Building Capacity		
Detail activities that will build capacity for meaningful parent/family engagement.		
Indicate activities that build relationships with the community to improve student achievement.		
Detail materials and trainings provided to assist parents/families to work with their child(ren).		
Indicate how the school will provide reasonable support for parent/family engagement activities.		
Content and Type of Parent/Family Activity	Materials / Trainings	Anticipated Impact on Student Achievement
SAC meetings-decision-making and curriculum	Powerpoints and state curriculum and assessment information.	FSA Scores and STAR Scores will increase as parents understand grade level expectations.
Open House-Curriculum	Flyer with parent portal and testing information.	School Performance Plan, NGSSS, Testing information, State Testing requirements.



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Kindergarten Roundup; IEP, SST and other parent or teacher initiated conferences as needed	IEPs, Kindergarten information.	Address questions and academic concerns as they pertain to a child.
Monthly school newsletters and phone calls (English, Creole & Spanish) and weekly teacher communication	Paper and time for staff to complete the work.	Informing parents of events and school news to increase involvement.
Title One Parent Annual Meeting/Parent Compact	Refreshments Power Point	Parents will be informed about the guidelines, purposes, goals and expectations of the Title 1 Program. We also share research with parents as to their importance as our partners in education. We solicit input from parents regarding program needs and creation of school compact.
Conferences with students and parents		Specific information is given to parents in regard to their child's progress. Parents, students and teachers review student goals and compact and collectively create learning outcomes and supports for each individual child.

Staff Development

Detail professional development activities the school will provide to educate the teachers, support personnel, school leaders, and other staff with assistance of parents/families.

Value and utility of parents/families contributions	The school administration and the GAE Parent Educator will share research on the value of parental involvement with staff as well as share ways to involve parents. There are many effective strategies to involve working parents.
Communicating and working with parents/families as equal partners	The Parent Educator will conduct cultural awareness/sensitivity staff trainings three times during the school year. This will assist staff in creating relationships with parents and improve the partnership between home and school.
Parent/family programs that build ties between parents/families and school	The Parent Educator will train staff in Parent-Family Engagement Strategies throughout the year.

Parent Resource Center

How will the school encourage and support parents and families in more meaningful engagement in the education of their child(ren) through the Parent Resource Center?

The school utilizes its Parent Resource Center to achieve the following:

- 1) Make the school an accessible, safe, and friendly place for parents and community members to gather.
- 2) Improve communication among families and between home and school.
- 3) Promote greater multicultural understanding among the school's families.
- 4) Demonstrate that parents are welcome at the school.
- 5) Serve as a hub for promoting parent education by linking families with community resources and carrying out a wide range of home-school partnership activities that enhance student learning.
- 6) Coordinate parent and community volunteer services that are available to teachers and the school.



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We will encourage parents to utilize our Resource Center by facilitating important activities in this space. Examples include: Completion of online school lunch forms, assistance with government applications and emergency supports. We believe that once parents visit and find it useful, they will be more willing to utilize the resources available.

Family and Community Engagement Coordinator

Detail how the School will rely and require assistance from the District Family and Community Engagement Coordinator.

List areas of need by the School the District Family and Community Engagement Coordinator will support.

The District Family and Community Engagement Coordinator will support the following activities:

- 1) School and Community Resources Fair – We will inform parents of the agencies available within the school and community to assist them.
- 2) Due to language barriers, our families are in need of help with government applications and community resources including AHEC Health services to support our families. Information will be provided on an individual family basis based on need.

Discretionary Activities (optional)

Detail 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.)

Content and Type of Parent/Family Activity	Materials / Trainings	Anticipated Impact on Student Achievement
Academic and Curriculum Nights	Monthly Focus and family art project	Every Academic Night a focus skill is modeled for parents. If implemented at home, these strategies are proven to increase student achievement.
Family Learning Activity & Movie Nights (Pending COVID safety measures in place)	Power Point or Handout Movie and snacks	We review a data source such as STAR Math or Reading Report or how to access the Parent Portal in Focus at the beginning of every event. The movie is bonus for attending. Brings parents into the school in order to build relationships and trust. Additionally, it builds parents' capacity to follow student progress.