

Title I Annual Parent Meeting

Overview of the Title I Schoolwide Program at

[Name of School]

[Date]

[Time]

[Location]

[Principal]

Agenda

- Welcome and Introductions
- All About Title I
- School Improvement Plan (SIP)
- School Achievement and Performance Data
- Title I Parent and Family Engagement
- Title I Parent and Family Engagement Plan
- Title I School-Parent Compact
- Parent's Right to Know
- Title I Schoolwide Funds
- Curriculum, Instruction and Assessment
- Parents, Families, and Schools Working Together



Purpose of Meeting

Federal guidelines require Title I schools to hold an Annual Parent Meeting to explain and discuss Title I Schoolwide program and requirements. **[School Name] is a Title I School.**

What is Title I?

Title I is a federal grant that provides supplemental funding for resources to schools with a high concentration of students on free/reduced priced meals to meet educational goals, such as:

- Smaller class size;
- Additional teachers and paraprofessionals;
- Training for school staff on how to engage parents and families;
- Extra time for instruction (Before and/or Afterschool Programs);
- Parent and Family Engagement activities; and
- A variety of supplemental materials and equipment.



Title I Parent and Family Engagement

- All Title I schools must allocate at least one percent of the Title I budget towards programs, activities, and procedures for parent and family engagement.
- The Every Student Succeeds Act (ESSA) requires that all Title I schools and families work together.
- Each school shall jointly develop with, and distribute to, parents and family members of participating children a written Title I Parent and Family Engagement Plan (PFEP).

Working Together!

- The ESSA law requires that all Title I schools and families work together.
- The following documents are a collaboration between school and family:
 - ✓ 2018-2019 School Improvement Plan (SIP);
 - ✓ 2018-2019 Title I School-level Parent and Family Engagement Plan (PFEP); and
 - ✓ 2018-2019 School-Parent Compact.

Our School Improvement Plan (SIP)

- Our School's Mission Statement
[Include Mission Statement]
- Our School's Goal for 2018-2019
[Add SIP Goals]

ELA: From _____ to _____

Math: From _____ to _____

EOCs: From _____ to _____

Science: From _____ to _____

Other: _____

Our School Performance Data

- Our school uses data to align the curriculum to state and district academic standards.
- Our instructional practices are adjusted based on the findings of the assessment data.

Our School Achievement Data

[Provide parents and families with the most current data and explain how the data was used to develop the goals and strategies in the School Improvement Plan (SIP)].

School-level Title I Parent and Family Engagement Plan (PFEP) Requirements

- The PFEP is a blueprint of how the school and parents will work together. Parent feedback is an important part of its development.
- Invite parents to actively participate in Parent Advisory Council (PAC) or other committees.
[List committees here and contact information.]
- Involve parents in a meaningful way in the development, implementation, and review of the PFEP.
 - ✓ [List ways parents are involved with EESAC and other school committees]
 - ✓ [Include times, dates, and purpose of the parent meetings]
 - ✓ For further information, please contact [Insert contact information.]

School and Parent Collaboration

We will work with parents as follows:

- School works with parents to ensure child's success;
- School and parents jointly make decisions that affect child's education;
- School provides opportunities for parents to volunteer time and talents;
- School offers workshops, trainings, parent/teacher conferences at (flexible meeting times), and a Parent Resource Center/Area;

School and Parent Collaboration (Contd.)


- School and parent partnerships are built within advisory councils [District Advisory Council (DAC) and Parent Advisory Council (PAC)];
- Title I DAC and Regional (PAC) members are representatives of parents who consult with the school District Title I DAC about the planning and implementation of the Title I Schoolwide Program; and

School and Parents Collaboration (Contd.)


- School conducts election for DAC/PAC representative.

[Open the floor for nominations for parents to serve as DAC/PAC representatives for your school. Complete DAC/PAC form FM-6996.]

MUST BE FILLED OUT COMPLETELY



TITLE I DAC/PAC REPRESENTATIVES



School: _____ Location #: _____

Title I District Advisory Council (DAC) and Regional Parent Advisory Council (PAC) members are representatives of parents who consult with the school District Title I DAC about the planning and implementation of the Title I Program.

ROLES

The roles of the DAC/PAC representatives are as follows:

- To consult with the school District Title I DAC in the planning and implementation of the Title I Program
- To promote awareness of the Title I Program between parents in the local school and the community
- To serve as a liaison between the DAC and PAC, the Educational Excellence School Advisory Council (EESAC), and the local school

RESPONSIBILITIES

The responsibilities of the DAC/PAC representatives are as follows:

- To attend all PAC meetings
- To attend all DAC general meetings
- To serve on DAC/PAC committees
- To assist in planning workshops/professional development activities for DAC/PAC members and other parents at the local school implementing a Title I Schoolwide Program
- To participate in leadership training, parent/partnership training, parent conference training, etc.

Parents perform a vital role in the Title I Schoolwide Program. We invite your participation and involvement. The DAC and PAC meetings calendars are available through your child's school Community Involvement Specialist (CIS)/ Community Liaison Specialist (CLS), the PAC Chairperson(s), and posted online at <http://title1.dadeschools.net/title1.asp>.

For more information, you may contact the Department of Title I Administration at 305-995-1202.

CIS/CLS Name(s) and Contact Information		
Name	Telephone #	Position (Circle One)
_____	_____	Hourly FT
_____	_____	Hourly FT
_____	_____	Hourly FT

The school's Parent Outreach contact person is: _____

He/she may be reached at: _____

DAC/PAC Representative #1:

Parent's Name: _____

Address: _____

City: _____ Zip Code: _____

Telephone: _____

Child's Name: _____ Grade: _____

DAC/PAC Representative #2:

Parent's Name: _____

Address: _____

City: _____ Zip Code: _____

Telephone: _____

Child's Name: _____ Grade: _____

DAC/PAC Representative #3:

Parent's Name: _____

Address: _____

City: _____ Zip Code: _____

Telephone: _____

Child's Name: _____ Grade: _____



Our Title I School-level PFEP

- Hold an annual meeting to inform parents and families of our school's participation in the Title I Schoolwide Program;
- Offer a flexible number of meetings, such as meetings in the morning or evening;

Our Title I School-level PFEP (Contd.)

- Involve parents, in an organized, ongoing, and timely manner, in the planning, reviewing, and improvement of programs, including the planning, reviewing, and improvement of the school PFEP, the School-Parent Compact, and the joint development of the schoolwide program plan (School Improvement Plan [SIP]);
- Provide parents of participating children with timely information;

Our Title I School-level PFEP (Contd.)

- Convene an annual meeting to inform parents of Title I students regarding Title I requirements and their rights to be involved in the Title I program;
- Offer meetings at flexible times to maximize participation;
- Provides parents of Title I students with timely information about Title I programs **[List multiple ways of communication];**

Our Title I School-level PFEP (Contd.)

- Assists parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children; and

[List the opportunities planned to meet this requirement.]

- Provides materials and training to assist parents of students enrolled in schools implementing the Title I Schoolwide Program to improve their child's achievement.

[List how the school accomplishes this task.]

School-Parent Compact

- Each Title I school must have a School-Parent Compact that is developed jointly by parents and school personnel.
- The compact sets out the responsibilities of the students, parents, and school staff in striving to raise student achievement.
- At the elementary grades (K- 5 only), the compact should be discussed and amended during parent-teacher conferences and documented in a teacher communication log.

[Distribute School-Parent Compact. Describe procedure for parents to discuss/review compact with teachers.]



Parents' Right to Know

- Parents have the right to request and receive timely information regarding the professional qualifications of their child's teachers and paraprofessionals.
- Parents must be notified if their child is assigned to or taught for four or more consecutive weeks by a teacher who is outside the field in which they are certified.

Parents' Right to Know

- Parents should be provided information regarding the level of achievement of their child on state required academic assessments.
- To the extent that it is feasible, information must be in a language that parents can understand.

Title I Funds

A portion of Title I Schoolwide Funds are used to fulfill the parent and family engagement requirements in the ESSA law and provide supplemental materials and resources.

- Schoolwide Funds
 - Amount of Funds available for this year: \$_____
- Title I Parent and Family Engagement Funds
 - Amount of funds available for this year: \$_____

[At this time, encourage parents to provide input on how Title I funds should be spent. Provide examples such as teachers, supplies, tutoring, Parent and Family Engagement training, etc.]



Coordination with Other Federal Programs

- Head Start
- VPK
- Title III
- Project UP-START
- Migrant
- Alternative Outreach

[Describe how the school site will coordinate and integrate parent and family engagement programs and activities.]



School-level Parent and Family Engagement Survey

Please complete the 2018-2019 Title I School-level Parent and Family Engagement Survey in order to assist with the implementation of a Title I Schoolwide Program that meets the needs of your family. The results of this survey will be utilized to help in the development of the Title I School-level Parent and Family Engagement Plan (PFEP), and future parent and family engagement activities, events, and workshops.



School-level Parent and Family Engagement Survey (Contd.)

[Distribute survey in multiple languages and collect. Inform parents that the completed survey will be collected at the end of the meeting or by the classroom teacher. All completed surveys should be returned to the CIS/CLS]

[CIS/CLS will complete Compilation of Survey results using template from Title I Collaboration Site – Folder VI.4.]

2018-2019 School-level Title I Parent and Family Engagement Survey

School Name: _____ Loc. #: _____

Parent's or Family Member's Name	Telephone Number	Email Address

Directions: Please complete the 2018-2019 School-level Title I Parent and Family Engagement Survey below in order to assist with the implementation of a Title I Schoolwide Program that meets the needs of your family. The results of this survey will also be utilized to help in the development of the School-level Parent and Family Engagement Plan (PFEP), and future parent and family engagement activities, events, and workshops.

- From the list below, please identify the topic(s) that you would like to receive additional information on:

<input type="checkbox"/> How to access resources for parents	<input type="checkbox"/> The Parent Portal
<input type="checkbox"/> How to become a school volunteer	<input type="checkbox"/> Information about DAC and PAC
<input type="checkbox"/> How to join PFEP Review Meetings	<input type="checkbox"/> State Standards and Testing
<input type="checkbox"/> How to join the PTA/PTSA	<input type="checkbox"/> The Title I Schoolwide Program
<input type="checkbox"/> How to work with my child at home	<input type="checkbox"/> Services for students with special needs
<input type="checkbox"/> Tutorial services for my child	<input type="checkbox"/> Other: _____
- What type of workshops would you like our school to present in order to best assist you in helping your child?

<input type="checkbox"/> Academic Motivation	<input type="checkbox"/> Cyber Bullying	<input type="checkbox"/> Learning Disabilities and Special Education
<input type="checkbox"/> Academic Requirements	<input type="checkbox"/> Improving Math Skills	<input type="checkbox"/> Nutrition
<input type="checkbox"/> Basic Computer Skills	<input type="checkbox"/> Improving Reading Skills	<input type="checkbox"/> Parenting Classes
<input type="checkbox"/> Building Self-Esteem	<input type="checkbox"/> Improving Science Skills	<input type="checkbox"/> Test-Taking Strategies
<input type="checkbox"/> Bullying	<input type="checkbox"/> Internet Safety	<input type="checkbox"/> Raising Responsible Children
<input type="checkbox"/> Drug Awareness	<input type="checkbox"/> Balancing my child's continuous use of technology with more physically engaging activities.	
- What is the most convenient time for you to attend our school activities and workshops?

Mornings (8am-12pm) Afternoons (12pm-3pm) Evenings (4pm-6pm)
- Do you require any special assistance during our school activities and workshops (e.g., language interpreter, handicap access/parking, sign language interpreter, etc.)?

Yes _____ (please specify) No
- What suggestions do you have to assist with the redesigning of services, activities, and effectiveness of the school? List suggestions below:

Thank you for taking the time to complete this survey!



Consultation and Complaint Procedures

- Administrator will provide parents with an overview of Consultation and Complaint Procedures (See 2018-2019 Title I Handbook).

Availability of Compliance Documents



2018-2019



The Title I District-level Parent and Family Engagement Plan (PFEP), Title I School-level Parent and Family Engagement Plan (PFEP), and School Improvement Plan (SIP), are available at your child's school!

Where can I obtain copies?

- ✓ The school's Parent Resource Center or Parent Area
 - ✓ The school's Main Office
 - ✓ Inquire at parent meetings at your child's school
 - ✓ The Title I Neighborhood Resource Center
7900 N.W. 27th Avenue, Space F-9, Miami, FL 33147
- The M-DCPS District Title I PFEP can be accessed through the Department of Title I Administration website at:
<http://title1.dadeschools.net/Title I Parent and Family Engagement>

Ki Kote ou jwen Rapò a?

- ✓ Sant Resous Paran nan Lékol la ou Kwen Paran yo
 - ✓ Gran Buro Lékol la
 - ✓ Mande Ki le Kap Genyen Reynyon Pou Paran lan Lékol Piti' u
 - ✓ Sant Resou Paran Tit I
7900 N.W. 27th Avenue, Space F-9, Miami, FL 33147
- Nou ka jwenn aksè sou enfòmasyon 'Title I' "PFEP" (Plan Angajman Paran ak Fanmi) nan sit Entènèt 'Title I' Distri M-DCPS nan:
<http://title1.dadeschools.net/Title I Parent and Family Engagement>

¿Dónde usted puede obtener copias?

- ✓ Centro de Recursos para Padres o Área para los Padres de la Escuela
 - ✓ Oficina Principal de la Escuela
 - ✓ Durante reuniones de padres en la escuela de su niño/a
 - ✓ Centro de Recursos para Padres del Título I
7900 N.W. 27th Avenue, Space F-9, Miami, FL 33147
- Puede obtener información acerca del Plan de Participación de Padres y Familia (Parent & Family Engagement Plan, PFEP) en el sitio web de Título I del Distrito de las Escuelas Públicas del Condado Miami-Dade (M-DCPS):
<http://title1.dadeschools.net/Title I Parent and Family Engagement>

Information as required by Section 1116, of the Every Student Succeeds Act (ESSA)

Jan yo mande enfòmasyon an nan seksyon 1116, "Every Student Succeeds Act (ESSA)" (Akò Chak Elèv Reyisi)
Información requerida por la Sección 1116 de la Ley Cada Estudiante Triunfa (Every Student Succeeds Act, ESSA)

Your Involvement is Key to Your Child's Success!

- You are your child's first teacher.
- You have the ability to influence your child's education more than any teacher or school.
- You know your child best:
 - ✓ Share information about your child's interests and abilities with teachers; and
 - ✓ Ask to see progress reports on your child or access via the Parent Portal to view information about your child's academic progress.

School Contact Information

[Insert Principal Name here]

Principal



[Insert Assistant Principal Name Here]

Assistant Principal



[Insert Assistant Principal Name Here]

Assistant Principal



[Insert CIS/CLS Name here. Use correct job title]

CIS/CLS



Questions



Thank You for Attending!

Be sure to come back after the classroom visits!

Classroom Visits

