

**WEST BROWARD ACADEMY**  
**School-Level Parent and Family Engagement Plan**  
**2019-2020**



**Mission Statement**

The mission of West Broward Academy (the “School”) is to provide students with a well-rounded elementary and middle-school education, through a challenging program, focused on mathematics and science using innovative, reform-based instructional methods in a stimulating and nurturing environment that fosters maximum student achievement.

**Involvement of Parents**

*West Broward Academy will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].*

Jointly develop and revise with parents the School-level PFEP, distribute it to parents of attending students, and make the plan available to the local community by posting on the school website and copies available in the front office of the school.

**Coordination and Integration**

*West Broward Academy 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.*

Count	Program	Coordination
1	Title I Annual Meeting Open House	Administration
2	Newsletter	Teachers/Administration
3	Parent Academy Nights (inclusive of ESOL/ESE)	Techers/Resource Staff/Administration/Interpreters/Parent Liaisons
4	STEAM Nights	Teachers and other local partners supporting West Broward Academy
5	Calls-outs/emails/texts to parents	Administration
6	Reading Dads	Teachers/parents
7	Family Night Book Fair (twice a year)	All stakeholders
8	Open House	All stakeholders
9.	Annual Title I Meetings/SACS	Administration
10.	Parent /Teacher Conference	Teachers/Parents

11.	Parent/Student Survey	CSA and Title I
12.	SIP Data Report	Website, Meetings, Administration
13.	FSA Night (Test and Tacos)	Resource/Hugue/Baggs
14.	Family Literacy Event	Teachers/Families/Administration
15.	Data and Dine (ES/MS)	Teachers/Families/Administration (grades 3-8)
16.	Kindergarten Round UP	Teachers/Coaches
17.	Family Reading and Math Support	Teachers/Coaches
18.	STEAM Night (twice a year)	Teachers/Coaches/Administration
19.	Science Spooktacular	All staff
20.	Invention Convention	All Staff and students
21.	Kindergarten Math Night	Kindergarten teachers
22.	Curriculum Fair	All staff

### Annual Parent Meeting

*West Broward Academy will take the following actions to 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), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].*

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	The PFEP is jointly developed with, agreed upon with and distributed to all parents in April 2019.	Administration	April 2019	PFEP created, posted on website, emailed to parents and sent home with students.
2	Review meeting conducted for parents and staff, before the end of the school year and prior to the final approval of the PFEP	Administration	April 2019	Agenda, sign-in sheet and meeting notes. Update PFEP as agreed upon.
3	<ul style="list-style-type: none"> <li>School-Parent Compact quality instruction for all learners</li> <li>Monitoring attendance</li> <li>Monitoring of homework completion</li> <li>Participation in decisions relating to the child's education</li> </ul>	Administration	March 2019	School-Parent Compact Sign-in sheet and agenda

## Flexible Parent Meetings

*West Broward Academy will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, as such services related to parental involvement [Section 1118(c)(2)].*

- Parents and families' involvement in the planning , reviewing, and improvement of Title I Parent Allocation, PFEP, Parent-School Compact
- Meetings with the Principal
- Literacy events
- Title I supported family events

## Building Capacity

*West Broward Academy will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)].*

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Parent Academy	Admin/Staff	Build staff capacity to work effectively with parents	Monthly	Sign in sheets
2	Parent & Family Engagement Workshops	Liaisons	Build staff capacity to work effectively with parents	Quarterly	Flyers, sign- in sheets
3	Parent & Family Engagement Meeting	Administration	Determine the needs of parents	Annually	Shared with admin. ideas considered and updated PFEP
4	PFEP Parent-School Compact	Administration	Eliciting parent input	Annually	Ideas considered and updated PFEP

## Staff Training

*West Broward Academy will offer the following training to staff (teachers, pupil services personnel, principals, and other staff) in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].*

Count	Content/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Online PD Building Relationships with Parents	Admin/Staff	Valuing and utilizing parents in the educational process	9/2018	Sign in sheets
2	WBA Family Academy/Events	Admin/Staff	Implementing and Coordinating parent - family events	Every month	Agenda, sign-in sheet
3	Engaging Hard to Reach Parents	Liaisons	Parents as equal partners	Monthly	Sign in sheet

## Other Activities

*West Broward Academy will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].*

- Parent Resource Center
- Parent Academy Monthly
- Monthly Family Events in addition to Parent Academy
- Parent Liaisons meetings

## Communication

*West Broward Academy will provide parents of participating children the following [Section 1118(c)(4): 1118(c)(4)(A)];*

- *Timely information about the Title I programs [Section 1118(c)(4)(A)];*
- *Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];*
- *If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].*

- Title I Annual Parent meeting
- Powerschool communications (email, text, phone)
- School Facebook page
- Mail-outs and flyers to parents
- Parent Academy
- FSA Information Night
- School Newsletters

**Accessibility**

*West Broward Academy will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)]*

**Language**

- Translator for Non-English speaking families (Spanish/Haitian-Creole)
- Translated documents as available/needed

**Parents with Special Needs:**

- Ramps
- Sign language (interpreter/signer)
- Parking (disability parking spaces available)

**School-Parent Compact**

As a component of the school-level parent involvement 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 [Section 1118(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

**Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council’s meeting minutes.

This plan was adopted by the school on \_\_\_\_\_ and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 27, 2019

\_\_\_\_\_  
*Signature of Principal*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Chairperson*

\_\_\_\_\_  
*Date*