



## **MIAMI-DADE COUNTY PUBLIC SCHOOLS (M-DCPS) 2018-2019 TITLE I DISTRICT-LEVEL PARENT AND FAMILY ENGAGEMENT PLAN (PFEP)**

The 2018-2019 District-level Parent and Family Engagement Plan (PFEP), has been jointly developed and agreed upon by stakeholders (i.e. staff, families, community members, etc.) in compliance with Title I federal funding regulations [Section 1112(C) and Section 1116]. The plan describes how the District is conducting outreach to all parents and family members to implement programs, activities, and procedures that promote parent and family engagement. Additionally, the Title I District-level PFEP has been made available to the parents and family members of the participating children.

### **M-DCPS MEASUREMENT OF PARENT AND FAMILY ENGAGEMENT PARTICIPATION**

The Miami-Dade County Public Schools (M-DCPS) Title I Parent and Family Engagement Survey (English, Spanish, and Haitian Creole), online and printed format, is disseminated to parents and families of students enrolled in Title I schools at the end of each school year. In addition, schools implementing the Title I Schoolwide Program also distributed the School-level Parent and Family Engagement Survey to parents of students attending the school. Survey data is utilized to conduct an evaluation of the content and effectiveness of the Parent and Family Engagement Program and to inform planning for the following year.

According to the M-DCPS Title I Parent and Family Engagement Survey, 42.1% of parents surveyed indicated a need for additional information about "State Standards and Testing"; 34.0% indicated a need for additional information about how to work with their child at home; 31.5% indicated a need for additional information about how to access resources for parents; and 31% indicated a need for additional information on how to work with their child's teacher.

### **PARENT AND FAMILY ENGAGEMENT MISSION STATEMENT**

The mission of Miami-Dade County Public School's Title I Parent and Family Engagement Program is to enhance parent and family engagement, access and advocacy to build parents' and families' capacity for stronger parent, family, school and community engagement in support of measurable improvement in student achievement.

### **ENGAGEMENT OF PARENTS**

Miami-Dade County Public Schools (M-DCPS) will provide training to all schools participating in the Title I Schoolwide Program on ways to include parents in the development of the LEA-wide Title I PFEP, the LEA plan, how the funds reserved for parent and family engagement will be spent and all aspects of the Title I Schoolwide Program. The Title I District Advisory Council (DAC) and three (3) Title I Regional Parent Advisory Council (PAC), comprised of parents and staff from different school sites elected by parents of students enrolled in schools implementing the Title I Schoolwide Program, to serve during the 2018-2020 term, will review and address the educational needs of participating schools. The DAC Executive Board and PAC Officers will conduct meetings and activities for the engagement of parents and families. The scope and sequence of the requirements for engaging parents will be included on the DAC and PAC meetings' agendas. Agenda topics may include: involving parents and families in the planning and implementation of the Title I Schoolwide Program at participating schools; utilizing a minimum of one percent of the school's Title I allocation to support [Section 1112(C) and Section 1116], Parent and Family Engagement Requirements; conducting the Title I Annual Parent Meetings at the beginning of the school year to inform parents of the school's participation in the Title I Schoolwide Program; providing the M-DCPS Consultation and Complaint Procedures information; developing, distributing and reviewing the Title I District and School-level PFEP; distributing the Title I Program Notification Letter in English, Spanish and Haitian-Creole; and developing, distributing, and reviewing the Title I School-Parent Compacts. Each Title I PAC will meet a minimum of three (3) times during the school year, to obtain input from parents to support an ongoing development of the LEA-wide PFEP. The DAC Executive Board may advise the District's Department of Title I Administration on how the funds reserved for parent and family engagement will be spent. Schools implementing the Title I Schoolwide Program will establish an Educational Excellence School Advisory Council (EESAC). The EESAC will be the sole body responsible for final decision making at the school relating to the implementation of the components of the School Improvement Plan (SIP). As such, the EESAC will bring together all stakeholders, inclusive of parents and involve them in the decision of how the school will spend funds reserved for parent and family engagement.

The Parents-Helping-Parents (PHP) initiative will be implemented in targeted Title I schools throughout the District, with the overarching goal of increasing meaningful interaction between families, schools, and communities to improve student outcomes. The four main objectives of PHP are to: 1) expand outreach and support services to families; 2) help families understand federal, state and district policies that impact their children's school experiences; 3) enhance families' ability to advocate for their children; and 4) promote positive relationships between parents and other stakeholders. One parent from each of the targeted schools has been hired and trained as a Family Support Specialist (FSS) to accomplish the goals of the initiative. The FSS at the targeted schools maintain ongoing communication with District staff who oversees the initiative. Monthly training sessions and collaboration meetings will be conducted with other departments, community agencies, and advisory panels to identify priorities and actively promote family engagement. All Title I schools in the District, regardless of their participation in the PHP initiative, are provided with family support services in an effort to empower parents of students attending schools implementing the Title I Schoolwide Program.

**TECHNICAL ASSISTANCE TO SCHOOLS PARTICIPATING IN THE TITLE I SCHOOLWIDE PROGRAM**

The District will provide coordination, technical assistance, and other support necessary to assist schools participating in the Title I Schoolwide Program in planning and implementing effective parent and family engagement activities. This effort will assist in building the capacity of parents to improve the academic achievement of their child and increase overall school performance, through the following means and activities: The Parent Academy (TPA); Training Seminar for Principals of Schools Implementing the 2018-2019 Title I Schoolwide Program; Project UP-START, M-DCPS Homeless Educational Program; M-DCPS "Parent Portal"; the Title I Neighborhood Resource Center (NRC), District support provided to school sites' Parent Resource Centers; M-DCPS training available to assist each school in effectively managing their Educational Excellence School Advisory Council (EESAC); and Professional Development activities provided via the Title I Community Involvement Specialists' Training Centers. Additionally, schoolsite Community Involvement Specialists (CIS) and/or Community Liaison Specialists (CLS) will serve as a bridge between the home, school and the community in order to provide workshops and training sessions, telephone calls, schoolsite and community parenting activities, and home visits.

Schools implementing the Title I Schoolwide Program will be required to electronically submit their complete 2018-2019 Title I School-level PFEP. The Department of Title I Administration's Accountability and Technical Assistance Team (A-TAT) staff members will review the electronic submission of the Title I School-level PFEP and provide technical assistance and support to ensure compliance with all requirements of Section 1116 [34 CFR 200.21(c and d)]. Additionally, in an effort to further assist schools in meeting the requirements of the law, staff from the A-TAT will conduct onsite technical assistance visits to ensure school compliance with all requirements [Section 1112(C) and Section 1116].

The LEA will provide other reasonable support for parent and family engagement activities under Section 1116, as parents may request through the Title I DAC General Meetings, (minimum of two per year and in the evenings); Title I PAC meetings, (minimum of two per year for each Region in the District, at different times and locations to maximize parent and family participation); and the Title I schoolsite meetings/workshops for parents and families (on-going) throughout the year. These meeting agenda topics may include: Recipes for Effective Parent and Family Engagement; ESSA-Section 1116 - reviewing and revising M-DCPS Title I PFEP; and Parent and Family Engagement Practices. Parents and families will also be provided with information and materials to help improve the academic achievement of their children. Additionally, parents and families will be provided with information and training in the areas of technology use, life skills, and community service needs. The District will provide additional parent and family engagement guidance to schools in the 2018-2019 Title I Administration Handbook, which is an additional resource available to schools participating in the Title I Schoolwide Program. The handbook contains information on all elements of the Title I Schoolwide Program, inclusive of the specific requirements of the ESSA Act, Section 1116, such as the PFEP and the School-Parent Compact sample template. In addition, the Department of Title I Administration's Website and Title I School-level Compliance Collaboration Site are available to support all participating Title I schools.

**COORDINATION AND INTEGRATION OF PARENT AND FAMILY ENGAGEMENT STRATEGIES FROM TITLE I, PART A WITH OTHER FEDERAL PROGRAMS**

1	Parents-Helping-Parents (PHP)	Under the supervision of the Family Liaison Officer, Family Support Specialists (FSS) serve as liaisons between families, schools, and the District office that oversees this initiative to help families access services and programs, such as: Head Start, Exceptional Student Education, English for Speakers of Other Languages, Alternative Education, Migrant Educational Services, and others.
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2	Migrant Program	Under the supervision of the Executive Director of the Migrant Program, staff provides supplemental instructional and support services to migrant workers and their families through many components, inclusive of the Migrant Early Childhood Learning Program, in conjunction with the Department of Title I Administration.
3	Home Instruction for Parents of Preschool Youngsters (HIPPY)	Under the supervision of the Executive Director of the Migrant Program, staff provides supplemental instructional and support services to migrant workers and their families through many components, inclusive of the HIPPY Program, in conjunction with the Department of Title I Administration.
4	Early Childhood Programs	Under the supervision of the Administrative Director of the Early Childhood Programs, staff supports the engagement and involvement of parents of young children with a variety of meaningful parental experiences through Head Start, Early Head Start and Voluntary Pre-Kindergarten, in conjunction with the Department of Title I Administration.
5	Project UP-START	Under the supervision of the Project UP-START, Homeless Education Program Community Outreach Director, the School Homeless Liaisons disseminate information regarding weekly parent workshops conducted at the Title I Neighborhood Resource Center. Additionally, the Community Outreach Director is invited to speak at Title I Community Involvement Specialists (CIS)/Community Liaison Specialists (CLS) and parents' meetings, in order to share information regarding the Homeless Education Program and the resources available to students and families in homeless situations.
6	Educational Alternative Outreach Program	Under the supervision of the Administrative Director of the Educational Alternative Outreach Program, Principal and Assistant Principal, staff provides supplemental instructional and support services to Neglected and Delinquent students and their families. Also, this office assists with the dissemination of information regarding the availability of parent training, events/activities, workshops and other information related to post-secondary education.

**ANNUAL EVALUATION OF THE CONTENT AND EFFECTIVENESS OF  
THE PARENT AND FAMILY ENGAGEMENT POLICY**

An annual M-DCPS Title I Parent and Family Involvement Survey will be conducted toward the end of the school year to evaluate the content and effectiveness of the parent and family engagement outreach activities in improving the academic quality of the Title I, Part A schools over the course of the year, and to facilitate an evaluation of the parent engagement program in order to inform planning for the following school year. A collaborative effort will be made to inform parents of the availability and importance of this survey via the Community Involvement Specialists (CIS)/Community Liaison Specialists (CLS), Title I District and Region meetings, Title I DAC Talk News Bulletin for Title I Parents, Connect-Ed messages, and flyers sent via backpack with students. This survey will be available online in English, Spanish and Haitian-Creole for parents to complete. Also, the printed version of the survey will be made available at schools and at District meetings to facilitate the completion of the survey by parents. The school's CIS/CLS or parent contact person will encourage and assist parents with the completion of the survey. Survey results will be used by the District to develop the new school year's LEA-wide Title I PFEP and Title I School-level PFEP for schools in the Title I Program. Schools implementing the Title I Schoolwide Program will schedule meetings for parents, before the end of the school year. During these meetings, participants will identify barriers which may have hindered parental participation in parent and family engagement activities during the school year and identify the steps the school will take to overcome the acknowledged barriers. Moreover, the Office of Program Evaluation will conduct an annual evaluation of the Title I Schoolwide Program, inclusive of the Parent and Family Engagement Program. The evaluation will focus on outcomes of the services provided.

**BUILDING SCHOOLS' AND PARENTS' CAPACITY**

<b>Count</b>	<b>Content and Type of Activity</b>	<b>Person(s) Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
1	<p><b>Content:</b> Empower parents with information, resources and services available through the school, the district and the community.</p> <p><b>Activity:</b> Connections with Community Agencies that Provide Support Services to Parents and Families.</p>	Title I CIS/CLS, Department of Title I Administration Staff, Principals, and CIS/CLS	Data collected via the submission of the Monthly School Reports, documents the support services provided to parents through a referral process to community agencies, in an effort to address specific needs that will contribute to improve the academic achievement of students.	Monthly	<ul style="list-style-type: none"> <li>• Parent Referral to Community Agency Logs,</li> <li>• Completed Community Agency Referral forms</li> <li>• Monthly Parent and Family Engagement School Reports</li> </ul>
2	<p><b>Content:</b> Provide recommendations on goals and steps needed to improve the Title I Schoolwide Program; develop and review jointly with the District, the LEA Title I PFEP; and assist in informing parents of participating children of the Title I Annual Parent Meeting, District meetings, and other parent meetings, as appropriate.</p> <p><b>Activity:</b> Title I DAC Executive Board Meetings.</p>	District Advisory Council Elected Officers, Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	The input and recommendations provided will be utilized to establish goals, initiatives, and activities that will support student academic achievement.	Through out the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Electronic communications</li> <li>• Flyers</li> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> </ul>
3	<p><b>Content:</b> Provide information via meetings, training, and workshops to assist schools in effectively completing and implementing their School Improvement Plan (SIP).</p> <p><b>Activity:</b> M-DCPS Meetings, Training Sessions and Workshops.</p>	Selected District Staff	Enhance parental engagement in the development and review of the SIP, correlated to academic achievement.	Throughout the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> </ul>

Count	Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
4	<p><b>Content:</b> Inform staff of their school's participation in Title I, Part A programs and explain the requirements of the Every Student Succeeds Act (ESSA) with emphasis on student academic achievement through parent and family engagement</p> <p><b>Activity:</b> Opening of Schools Meeting</p>	Department of Title I Administration and schoolsite Administrators	Enhance staff's understanding of the requirements of the ESSA with emphasis on student academic achievement through parent and family engagement.	By the end of October 2018	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> </ul>
5	<p><b>Content:</b> Compile information on how Title I schools are doing in supporting parent and family engagement in their child's education. The information gathered will assist in the development of the Title I District-level 2018-2019 and Title I School-level PFEP.</p> <p><b>Activity:</b> The 2019 M-DCPS Title I Parent/Family Engagement Survey</p>	Title I District Director, Executive Director, Selected Title I Staff and Director of Research and Evaluation, Office of Program Evaluation	Provide information that enhances the delivery of support services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement.	May-June 2019	<ul style="list-style-type: none"> <li>• Electronic communications (Weekly Briefing)</li> <li>• Survey Compilation of results</li> </ul>
6	<p><b>Content:</b> Provide support to parents of children participating in the Title I Schoolwide Program by engaging them in weekly workshops and activities, to expand knowledge and skills in ways that contribute to their child's well-being and overall academic success.</p> <p><b>Activity:</b> Title I Neighborhood Resource Center (NRC)</p>	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Implement programs, workshops, training and activities designed to empower parents with the skills needed to effectively assist children academically and socially.	Throughout the 2018-2019 school year.	<ul style="list-style-type: none"> <li>• Visitor sign-in sheets, completed Profile &amp; Communication Forms</li> <li>• Workshop/activity agendas, sign-in sheets, handouts, PowerPoint Presentations and completed Workshop/Activity Evaluation forms.</li> </ul>

Count	Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
7	<p><b>Content:</b> Afford parents and family members of students in schools implementing the Title I Program an additional opportunity to participate in the education of their children.</p> <p><b>Activity:</b> DAC Talk, News for Title I Parents</p>	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Publication designed to showcase parent advisory updates, current trends in education and articles that inform parents on becoming more engaged in the academic achievement of their children, thereby building the parental capacity for engagement.	Two (2) times during the 2018-2019 school year	<ul style="list-style-type: none"> <li>• DAC Talk News for Title I Parents</li> <li>• Electronic communications</li> <li>• DAC General Meeting sign-in sheets.</li> </ul>
8	<p><b>Content:</b> Inform parents of their school's participation in Title I, Part A programs and explain the requirements of the Every Student Succeeds Act (ESSA) regarding parent and family engagement and the right of parents to be involved in those programs.</p> <p><b>Activity:</b> Title I Annual Parent Meeting conducted at the school level</p>	Department of Title I Administration and Schoolsite Administrators	To inform parents about the Title I Program and the ESSA, in an effort to build the parental capacity for engagement.	No later than the last week of October 2018	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> <li>• Title I Annual Parent Meeting Documentation Packets</li> <li>• Data submitted via the Monthly Parent Family Engagement School Reports</li> </ul>
9	<p><b>Content:</b> Provide opportunities for meetings/trainings with parents (Family Support Specialists) to increase their involvement at their school and knowledge base to support other parents</p> <p><b>Activity:</b> Opening of School Orientation Meeting, Annual PHP Implementation Training-Initial and Refresher, Mid-Year Meeting, End-of-Year Meeting</p>	Family Liaison Officer and Dept. of FSS Staff	Data collected through the completion of Exit Surveys, on-going needs assessments, and PHP case reviews in an effort to address specific needs that will contribute to improving the attendance and academic achievement of students	Monthly	<ul style="list-style-type: none"> <li>• Complete PHP Referral Form</li> <li>• Case Management Report via Integrated Student Information System</li> <li>• Share Point Collaboration System</li> </ul>

**STAFF TRAINING**

Count	Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	<p><b>Content:</b> Provide technical assistance, support, and monitoring for an effective parent and family engagement program.</p> <p><b>Activity:</b> Title I Administration Accountability and Technical Assistance Team (A-TAT)</p>	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	The technical assistance and support to be provided during the school year will enhance schoolsite staff's capacity to support student academic achievement.	Ongoing throughout the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Electronic communications</li> <li>• Training sessions agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint Presentations</li> <li>• School-level Compliance Filing System Status Reports and Signature Pages</li> </ul>
2	<p><b>Content:</b> Share information with staff assigned to provide support to Title I schools regarding the requirements of ESSA, Section 1116, as well as best practices and strategies to increase parent and family engagement.</p> <p><b>Activity:</b> Parent and Family Outreach and Compliance Unit Staff Meetings</p>	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Enhance district staff's understanding regarding the implementation of the Title I Parent and Family Engagement Program, in support of student academic achievement.	Ongoing throughout the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> </ul>
3	<p><b>Content:</b> Provide information via meetings, training/workshops to assist schools in effectively implementing the Title I Parent and Family Engagement Program.</p> <p><b>Activity:</b> M-DCPS Meetings, Training Sessions and Workshops</p>	Selected District Staff	Enhance schoolsite staff's understanding regarding the requirements of the Title I Parent and Family Engagement Program, in support of student academic achievement.	Throughout the 2018-2019 school year.	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> </ul>
4	<p><b>Content:</b> Inform staff of their school's participation in Title I, Part A programs and explain requirements of ESSA with emphasis on student academic achievement through parent and family engagement.</p> <p><b>Activity:</b> Opening of Schools Meeting</p>	Department of Title I Administration and schoolsite Administrators	Enhance staff's understanding of the requirements of the ESSA with emphasis on student academic achievement through parent and family engagement.	By the end of October 2018	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> </ul>

Count	Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
5	<p><b>Content:</b> Offer a variety of robust, high-quality staff development opportunities to enable the CIS/CLS to compile all required documents of compliance and to deliver essential information to parents on the availability of district, school, and community resources.</p> <p><b>Activity:</b> Title I CIS/CLS Training Centers</p>	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Enhance CIS/CLS' skills as school ambassadors, in an effort to support student academic achievement through effective parent and family engagement.	Throughout the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Electronic communication</li> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> <li>• Compliance Reports completed</li> </ul>
6	<p><b>Content:</b> Promote adherence to local, state, and federal mandates regarding the implementation of the Title I Program.</p> <p><b>Activity:</b> Training for Principals of Schools Implementing the 2018-2019 Title I Schoolwide Program.</p>	Department of Title I Administration Administrative Director, District Director, Executive Director, and Selected Title I Staff	Enhance Principals' understanding regarding the requirements of the Every Student Succeeds Act (ESSA), in support of student academic achievement through parent and family engagement.	In September and October of 2018	<ul style="list-style-type: none"> <li>• Electronic communications</li> <li>• Agendas</li> <li>• Sign-in sheets</li> <li>• Handouts</li> <li>• PowerPoint presentations</li> <li>• Acknowledge forms</li> </ul>
7	<p><b>Content:</b> Provided support and training in understanding and implementing the PHP initiative</p> <p><b>Activity:</b> Ongoing technical assistance, support and monitoring</p>	Family Liaison Officer and Family Support Services Staff	The technical assistance, support and monitoring to be provided during the school year will increase the staff's ability to support student academic achievement.	Ongoing throughout the 2018-2019 school year	<ul style="list-style-type: none"> <li>• Electronic communications</li> <li>• Initial School Visit</li> <li>• Follow-up School Visit Checklists</li> </ul>

### COMMUNICATION AND ACCESSIBILITY

The M-DCPS LEA-wide Title I PFEP will be provided to schools, in English, Spanish and Haitian-Creole, to provide full opportunities for the participation of all parents. The schools' Title I Annual Parent Meeting and/or parental meetings minutes and agendas will reflect discussions of the current LEA-wide Title I PFEP, the Title I School-level PFEP, and Title I School-Parent Compact. The District will make as many attempts as needed to inform parents of the importance of their participation, via the following means of communication: "Connect-Ed" and text telephone messages to homes of parents of students participating in the Title I Schoolwide Program; mail-outs to parents; Title I Parent Newsletters; flyers sent home via student backpack; newspaper advertisements; television; and/or radio announcements.

Reasonable efforts will be made to assist parents in their primary language and parents with special needs, in order to provide them with information regarding the needs and rights of English Language Learners (ELL) and children with exceptionalities. Parents are made aware of the availability of simultaneous translation services in Spanish and Haitian-Creole, at all Title I DAC meetings. On an as-needed basis, parents register and receive simultaneous translation services. Title I DAC and PAC pre-meeting announcements are electronically provided to schoolsite CIS/CLS to disseminate to all parents. These pre-meeting announcements include special needs notifications that are returned to the Department of Title I Administration, thus helping to increase the

participation of parents with disabilities. Parents are given suggestion slips to complete at each meeting. Suggestions are reviewed and implemented as appropriate.

Additional opportunities for parents will be provided through the Migrant Early Childhood Learning Program (MECLP), Migrant Achievement Resources (MAR), Migrant Academic Planning and Achievement (MAPA), and Supportive Services, parent participation in workshops, parent-teacher conferences and other school-community activities are infused to include parents as partners in their children's educational process. Family literacy programs are also part of the Family Resource Centers and local Migrant Education Program schools.

The following District and school multi-level communications will be sent in English, Spanish and Haitian-Creole: Title I Parent Notification Letter, Title I School-Parent Compact, Parent's Right-To-Know Information, Title I Annual Parent Meeting information, school newsletters, parent training flyers and notifications, performance of the Title I students on English Language Arts, Mathematics, Science, and Social Studies State Assessments, and the School Public Accountability Report (SPAR).

**DISCRETIONARY ACTIVITIES TO BUILD PARENTS' CAPACITY FOR INVOLVEMENT IN THE SCHOOL**

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Train parents to enhance the involvement of other parents [Section 1116(e)]	The Parent Academy training/workshops help parents become full partners in their children's education.	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Increase parent and family engagement, which will further help enhance the academic achievement of students	Throughout the 2018-2019 school year
2	Arranging school meetings at a variety of times, or home conferences with parents who are unable to attend those conferences at school [Section 1116(e)]	Schools implementing the Title I Schoolwide Program are encouraged to schedule meetings and/or workshops at different times and days throughout the school year, in order to maximize parental participation.	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Increase parent and family engagement by maximizing the participation of parents who are unable to attend regularly scheduled meetings, which will further help to enhance the academic achievement of students	Throughout the 2018-2019 school year
3	Adopting and implementing model approaches to improving parent and family engagement [Section 1116(e)]	Members of the Department of Title I Accountability & Technical Assistance Team (A-TAT) schedule on-site monitoring, technical assistance and support visitations. Additionally, the CIS/CLS Training Centers provide professional development to CIS/CLS, in order to enhance their skills as school ambassadors.	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Enhance schoolsite staff capacity to empower parents with information, resources and services, thereby increasing the academic achievement of students	Throughout the 2018-2019 school year
4	Establishing a LEA-wide Parent Advisory Council to provide advice on all matters related to parent and family engagement in Title I, Part A programs [Section 1116(e)]	Title I DAC Executive Board advises the Department of Title I Administration on matters related to parent and family engagement in Title I schools and supports the planning and implementation of the Title I Schoolwide Program.	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Facilitate the dissemination of information, resources and services available through the school and the District, in order to foster a family environment that promotes learning	Throughout the 2018-2019 school year

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
5	Establish a LEA-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs [Section 1116(e)].	Title I DAC Executive Board advises the Department of Title I Administration and the Superintendent of Schools on matters related to parent and family engagement in Title I schools and supports the planning and implementation of the Title I Schoolwide Program.	Department of Title I Administration District Director, Executive Director, and Selected Title I Staff	Facilitate the dissemination of information, resources and services available through the school and the district, in order to foster a family environment that promotes learning.	Throughout the 2018-2019 school year.
6	Facilitating five (5) webinars and at least 300 face-to-face trainings on topics designed to encourage and maximize parental engagement in collaboration with the Department of FSS and The Parent Academy that will assist with providing interactive training and support to parents.	The implementation of this activity will be evaluated annually via the Title I Parent/Family Engagement Survey and the Title I Evaluation, conducted by the District's Office of Program Evaluation	Family Liaison Officer, Dept. of FSS Staff, and The Parent Academy Staff	Enhanced parents' ability to assist and advocate for their children in an effective manner and promote the importance of a positive relationship between parents and school personnel in order to achieve better outcomes for students	Throughout the 2018-2019 school year

#### 2017-2018 BUILDING CAPACITY SUMMARY

Count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	<b>Content:</b> Members provided recommendations on goals and steps needed to improve the Title I Program; developed and reviewed jointly with the District the Title I Parent and Family Engagement Plan (PFEP); and assisted in informing parents of the Title I Annual Parent Meeting, District meetings, and other parent meetings, as appropriate. <b>Activity:</b> DAC Executive Board Meetings	6	107	Provided training, information, and support services that strengthened the relations between parents and the school in meaningful ways that supported academic achievement
2	<b>Content:</b> Participants developed and reviewed jointly with the Department of Title I Administration, the District PFEP; received information regarding the requirements of the Title I Program, and their right to be involved; and were empowered with information, resources and services available through the school, the district and the community. <b>Activity:</b> Title I DAC General Meetings	2	616	Provided training, information, and support services that strengthened the relations between parents and the school in meaningful ways that supported academic achievement
3	<b>Content:</b> Developed and reviewed jointly with the Department of Title I Administration, the District Title I PFEP; received information regarding the requirements of the Title I Program, and their right to be involved; provided information, resources and services available through the school, the district and the community. <b>Activity:</b> Title I PAC Meetings	12	1,115	Provided training, information, and support services that strengthened the relations between parents and the school in meaningful ways that supported academic achievement

Count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
4	<p><b>Content:</b> Compiled information on how Title I schools are supporting parent and family engagement in their child's education. The information gathered has been used in the development of the 2017-2018 District-level and School-level Title I PFEP.</p> <p><b>Activity:</b> M-DCPS Title I 2018 Title I Parent and Family Engagement Survey and 2017-2018 School-level Parent and Family Engagement Surveys</p>	277	49,432	Gathered parents' feedback and suggestions on ways to improve the academic achievement of students
6	<p><b>Content:</b> Provided support to parents of children participating in the Title I Schoolwide Program by expanding their knowledge and skills in ways that contribute to their child's well-being and overall academic success.</p> <p><b>Activity:</b> Title I Neighborhood Resource Center (NRC)</p>	93	4,277	Implemented programs and activities that supported the increase of student academic achievement.
7	<p><b>Content:</b> Provided monthly activities, workshops, resource materials and support to enhance parents'/ guardians', and caregivers' abilities to better support their children's learning.</p> <p><b>Activity:</b> Schoolsite Parent Resource Centers</p>	276	58,198	Implemented programs and activities that supported the increase of student academic achievement.
8	<p><b>Content:</b> Enhanced student-teacher relationships; increased parent and family engagement and assisted with building parental capacity for involvement to improve student academic achievement.</p> <p><b>Activity:</b> Challenging Higher Education for Students in our Schools (CHESS)</p>	4	2,062	Implemented programs and activities that supported the increase of student academic achievement.
9	<p><b>Content:</b> Afforded parents and family members of students in schools implementing the Title I Program additional opportunities to participate in the education of their children.</p> <p><b>Activity:</b> DAC Talk, News for Title I Parents</p>	2	4000	Designed to showcase parent advisory updates, current trends in education and articles that supported the increase of student academic achievement.
10	<p><b>Content:</b> Informed parents of their child's school participation in Title I, Part A programs and explained the requirements of the No Child Left Behind Act, updates regarding the ESSA and the right of parents to be involved in those programs.</p> <p><b>Activity:</b> Title I Annual Parent Meeting conducted at the school level</p>	318	47,868	Provided information to parents in an effort to increase student academic achievement through parent and family engagement.
11	<p><b>Content:</b> Provided support and technical assistance to parents enrolled at the 37 schools participating in the Parents-Helping-Parents (PHP) initiative</p> <p><b>Activity:</b> Shared information related to federal, state and district policies that impact their children through data collected through the completion of PHP Referral Forms and case management code (FT) documented in the electronic reporting system, documents the support services provided to parents through a referral process to the district, in an effort to address specific needs that will contribute to improve the academic achievement of students.</p>	727	727	Enhanced parents' ability to advocate for their children in an effective manner and promoted the importance of a positive family friendly school relationships in order to achieve better outcomes for students.

2017-2018 STAFF TRAINING SUMMARY

Count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	<p><b>Content:</b> Promoted adherence to local, state, and federal mandates regarding the implementation of the Title I Program.</p> <p><b>Activity:</b> Training for Principals of Schools Implementing the 2017-2018 Title I Schoolwide Program</p>	5	346	Promoted adherence to local, state, and federal mandates regarding the implementation of the Title I Schoolwide Program, in support of parent and family engagement and student academic achievement.
2	<p><b>Content:</b> Provided technical assistance and support regarding the requirements of the Title I Program and the compilation and maintenance of all required compliance documents.</p> <p><b>Activity:</b> Title I School-level Compliance Facilitators Training Sessions</p>	2	221	Provided technical assistance and support to ensure adherence to local, state, and federal mandates regarding the implementation of the Title I Schoolwide Program, in support of parent and family engagement and student academic achievement.
3	<p><b>Content:</b> Provided information related to the implementation of the Parent and Family Engagement Program and the specific roles and responsibilities of the CIS/CLS.</p> <p><b>Activity:</b> Community Involvement Specialists/Community Liaison Specialists Orientation Meeting</p>	1	264	Provided support and training in understanding and implementing the ESSA; thus, increasing academic achievement through parent and family engagement.
4	<p><b>Content:</b> Offered a variety of robust, high-quality staff development opportunities to enable CIS/CLS to compile all required compliance documents and to deliver essential information to parents regarding the availability of school, district and community resources, in order to promote positive parent and community engagement.</p> <p><b>Activity:</b> CIS/CLS Training Sessions</p>	12	472	Provided support and training in understanding and implementing the ESSA; thus, increasing academic achievement through parent engagement.
5	<p><b>Content:</b> Provided updated information regarding ESSA as it pertains to parent and family engagement; discussed barriers which hindered participation by parents in parent and family engagement activities during the 2017-2018 school year; and brainstormed on goals, activities and initiatives to be implemented during the 2018-2019 school year.</p> <p><b>Activity:</b> CIS/CLS End-of-Year Meeting</p>	1	249	Provided information regarding the requirements of the Title I Parent and Family Engagement Program; thus, increasing academic achievement through parent and family engagement.
6	<p><b>Content:</b> Provided support and training in understanding and implementing the PHP initiative.</p> <p><b>Activity:</b> Training for Family Support Specialists (FSS) and principals implementing the PHP initiative for the 2017-2018 school year</p>	15	1,469	Provided support and training in understanding and implementing the PHP initiative; thus, increasing academic achievement through parent and family engagement.

## 2017-2018 PRIVATE SCHOOL SUMMARY

As per contractual agreement with third-party providers and specified in the Miami-Dade County Public Schools, Request for Proposal (RFP), a total of 32 parent involvement and capacity building activities were conducted throughout the year at various school sites that united families and schools; focused on family learning events, encouraged parent-teacher conferences; provided discipline techniques, and showed parents how to help their children with their homework in specific subject areas and disciplines such as Reading, Language Arts, Mathematics, Science, Social Studies, and the use of technology. Parents were also provided with semi-annual parent progress reports to the parents of each participating student as part of the academic interventions provided. It is anticipated that a total of 3,499 parents will attend one or more activities during the school year representing the 103 different Title I private schools throughout the District participating in the Title I Non-Public Schools' Program. It is anticipated that these activities will have a positive impact on student achievement, foster family literacy and a love for learning. We anticipate a 2.0 percentage academic growth in the basic skills areas by the conclusion of the 2018-2019 school year. Partners in Education: Auerbach, S. (2011). School Leadership for Authentic Family and Community partnerships: Research perspectives for Transforming Practices. New York: Routledge & U.S. Department of Education. (2013). Handbook on Family and Community Engagement. Retrieved from <http://www.schoolcommunitynetwork.org/downloads/FACEHandbook.pdf> are some of the researches that support the aforementioned activities. The implementation of this activities will be evaluated annually via the Title I Parent/Family Engagement Survey and the Title I Evaluation, conducted by the District's Office of Program Evaluation.

### 2017-2018 BARRIERS WHICH HINDERED PARTICIPATION BY PARENTS IN PARENT AND FAMILY ENGAGEMENT ACTIVITIES

Count	Barrier	Steps the School Will Take to Overcome
1	Building Capacity for Engagement (Childcare)	With the District's assistance and monitoring, schools will offer a flexible number of meetings, such as meetings in the morning and evening, informal and/or one-on-one meetings.
2	Accessibility (Lack of accommodations for special needs)	With the District's assistance and monitoring, schools shall provide full opportunity for the participation of parents with special needs, by making the necessary accommodations to their special needs.
3	Building Capacity for Engagement (Language barrier)	With the District's assistance, Family Support Specialists will schedule and facilitate trainings sessions and webinars for parents in three languages (English, Spanish, Haitian/Creole) related to the Parents-Helping-Parents initiative.

### 2017-2018 BEST PRACTICES

Count	Content/Purpose	Description of the Activity
1	<p><b>Content:</b> Offered a variety of robust, high-quality staff development opportunities to enable CIS/CLS to compile all required documents of compliance and to deliver essential information to parents regarding the availability of district, school and community resources, in order to promote positive parent and community engagement.</p> <p><b>Purpose:</b> Professional Development</p>	Offered a variety of robust, high-quality staff development opportunities to enable CIS/CLS/FSS to compile all required documents of compliance and to deliver essential information to parents regarding the availability of school, district and community resources, in order to promote positive parent and community engagement; The District established Community Involvement Specialist (CIS)/Community Liaison Specialist (CLS) Training Centers, which provided high-quality staff development offerings in order to increase each CIS/CLS's capacity to empower parents with information, resources and services available through the school, the District and the community. CIS/CLS's were also provided with strategies to identify community agencies' services and resources that meet the unique needs of each family. This initiative served to enhance parents', guardians', and caregivers' abilities to better support learning. Participating CIS/CLS's were provided with information, resources and services available through the school, the District and community agencies, in order to foster a family environment that promotes learning.

Count	Content/Purpose	Description of the Activity
2	<p><b>Content:</b> Provided high-quality professional development offerings in a variety of formats, in order to increase the Family Support Specialist's (FSS) meaningful participation in their child's education and capacity to empower parents.</p> <p><b>Purpose:</b> Professional Development</p>	<p>Provided high-quality professional development offerings in order to increase the Family Support Specialist's (FSS) capacity to empower parents with information, resources and services available through the school, the district and the community. This initiative served to enhance parents', guardians', and caregivers' abilities to better support learning and academic achievement. Participating FSS were provided with information, resources and services available through the school, the district and community agencies, in order to foster a family environment that promoted learning. FSS provided an opportunity to participate in focus groups to provide feedback. Department staff participated in local boards, community agency meetings, college/university advisory panels, and inter-agency projects focused on expanding services to families in an effort to promote parent engagement opportunities to increase access to services and student academic achievement. Department staff in collaboration with other departments/projects offered a variety of high-quality professional development opportunities to enable Family Support Specialists to complete and compile all necessary documentation related to the Parents-Helping-Parents (PHP) initiative and to deliver essential information required for the implementation of the PHP initiative; Provided technical assistance and support related to PHP initiative implementation; Provided opportunity for principals implementing PHP at their school sites to participate in sessions to provide on-going feedback.</p>
3	<p><b>Content:</b> Provided technical assistance and support regarding the requirements of the Title I Program and the compilation and maintenance of all required compliance documents.</p> <p><b>Purpose:</b> Professional Development</p>	<p>Provided technical assistance and support regarding the requirements of the Title I Program and the compilation and maintenance of all required documents of compliance; The District established School-level Compliance Facilitator Training Centers that provided small group and individualized support and training to each School-level Compliance Facilitator on District, State and Federal requirements. Training sessions included hands-on activities on the effective utilization of the Title I School-level Compliance Collaboration Site, and in-depth information regarding the documents of compliance required for each section of the 2017-2018 Title I School-level Compliance Filing System.</p>