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Respondent
9 Stephanie Camara

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Time to complete

1. *

- ☐ LPES
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- ☐ SPA
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2. Name *

Stephanie Camara

3. Enter your school's mission statement. *

The mission of Bushnell Elementary is to foster an environment that provides on-going programs to meet the educational needs and differences of all students in our changing society and to help all students realize success and fulfillment in school and community life.

4. Provide a summary of activities provided during the previous school year that were designed to build capacity of parents to help their children [Section 1118(e)(1-2)]. Include participation data on the TIPA Annual meeting. *

Last year at Bushnell Elementary School, we held most of our activities on campus including our Meet the Teacher event, Title I Open House, Math Night, Science Night, and STEM Night. In addition to these meetings, BES also held four School Advisory Council meetings, one each quarter. We also conducted evening parent-teacher conferences after school hours, both in the fall and again in the spring, to help keep parents up-to-date with their students' academic progress. Our parent-teacher conferences were available to parents, both in person or by phone, whichever was most convenient to them. We also held virtual Accelerated Reader nights for students and parents to provide convenience to parents who needed flexibility with their schedules. Last year during our TIPA Annual meeting, we had a large turnout of 339 students represented by a parent or guardian.

5. Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)]. *

Barriers

Barriers that were noted from the Title I Survey and reported from teachers included: 1. Working parents' time availability and work schedule; 2. Non-English speaking parents and students; Steps that BES will take this upcoming year to overcome barriers include: 1. Bushnell Elementary will provide numerous scheduling times to meet the needs of all parents and students. There will be meetings scheduled throughout the school day and year; 2. Bushnell Elementary School will provide all notifications in both English and Spanish. Also, the school will provide an ESOL aide for all translations between Spanish speaking homes to school; 3. Bushnell Elementary School will continue finding ways to provide various opportunities for parents/volunteers/visitors to engage in school-wide events/activities utilizing settings/formats that best meet social gathering guidelines and restrictions as provided by the SCSB.

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

Involvement of Parents

Bushnell Elementary School will involve parents in the improvement of the Title I program through the efforts of the School Advisory Council Meetings, PTO programs, and other school related programs and/or committees. In the spring, the school will administer an annual Title I survey to help improve the Title I program at Bushnell Elementary School. The survey will facilitate the improvement of areas of concern stated by the parents of Bushnell Elementary School. The school will also give parents the opportunity to serve on the Title I Committee at Bushnell Elementary School and on the district Title I Committee. Bushnell Elementary will also advertise improvements to the Title I program through the school's website and the school's newsletters. The parents will be asked for any suggestions about how Title I funds should be spent at SAC meetings, PTO meetings, Title I committee meetings, etc. The school's Title I contact will conduct all meetings pertaining to Title I funds. The SAC/TIPA committee will vote to approve how those funds will be spent. Parents will be informed at the meetings and through the school newsletter how Title I funds are being spent.

7. Describe how the school will coordinate and integrate parent involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers programs, public preschool, Title, Part C, Title II, Title III, Title IV and Title IV [Section 1118(e)(4)]. *

Coordination & Integration

1. Bushnell Elementary has a VPK program that is offered to children at age 3. BES will invite all VPK students and parents to all parental involvement activities and programs. VPK parents will be offered parental involvement workshops, core subject workshops, etc. In addition, the district VPK staff will work diligently with Head Start, Early Childhood Coalition in order to meet the best needs of all VPK Students. The goal of Bushnell Elementary School is to help our VPK parents better assist their child (or children) at home.
2. Students in Transition: Bushnell Elementary School will invite and encourage full participation in all parental activities and programs through parent phone calls, newsletters, website, parent notices, etc. for all students regardless of race, creed, and economic status. Parents of all students will be offered parental involvement trainings and Florida BEST Standards trainings at Bushnell Elementary School.
3. Advertise on Calendar of Events Website: In an effort to reach all families through various means of communication, BES will have all activities and events posted on the Bushnell Elementary School Website, PTO webpage, social media pages, SKYWARD/Remind Messages, and in the monthly school newsletter.
4. Swim Safe Sumter Program: Bushnell Elementary School promotes the district wide Swim Safe Sumter program to teach children life saving strategies around water, and lessons on swimming.

8. Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's TIPA program, the nature of the TIPA programs (school-wide or targeted assistance, Adequate Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)]. *

Annual Parent Meeting

Annual Title I Open House Meeting: The annual Title I Open House was held in person on Monday, September 11, 2023. This event was previously scheduled for August 28, 2023 but had to be rescheduled due to a hurricane. We think the rescheduling of this event led to a decrease in turnout from the previous year. This year there were 214 students represented by their families. Responsible parties for scheduling, conducting, and documenting the event include the Administrators, Title I Coordinator, and teachers. Evidence of effectiveness include: Parent invitation, attendance report/documentation, Title I Agenda and PowerPoint, and parent input. Additional parent information/communication opportunities include: SAC meetings throughout the year, PAC Meeting in the fall and spring, monthly newsletters, and the Title I Compact upon beginning of school. Parent attendance and feedback will be monitored throughout the year.

9. What is the date of your annual TIPA meeting? *

Annual Parent Meeting

9/11/2023



10. Upload evidence of your annual TIPA meeting including sign-in sheets, agendas, fliers. etc. *

Annual Parent Meeting

[BES Title I Open House Sign in Sheets 23-24 Stephanie Camara.pdf](#)[Agenda for BES Title 1 Parent Meeting and Ope Stephanie Camara.docx](#)[TIPA Open House 2023 Remind and Social Media Stephanie Camara.jpg](#)[Spanish Agenda for BES Title 1 Parent Meeting Stephanie Camara.docx](#)

11. Describe how the school will offer a flexible number of meetings, such as meetings in the morning, or evening, and may provide with TIPA funds, transportation, child care, or home visits, as such services related to parent involvement [Section 1118(c)(2)]. *

Flexible Parent Meetings

Bushnell Elementary will provide several meeting opportunities with flexibility in terms of days of the week and times of day that meetings are held in order to meet as many families' needs as possible. Meetings to be held include: Annual Title I Open House, parent conference nights offered two evenings twice a year, daytime parent conferences offered at teacher/parent convenience, "toolkit training" lunches for parents, District PAC and ESOL meetings scheduled in the fall and spring, and SAC meetings held quarterly. Flyers and information also provided frequently through Remind messages, flyers sent home, newsletters, updated school website, media sources including Facebook, and Skyward callouts. These flyers and notices will also be translated in Spanish in order to better reach all families. Topics covered during meetings/events/flyers will include Title I funding, parental involvement activities/ideas, state and district assessments, curriculum, homework, parental concerns and involvement, parent resources, etc. The school will continue to provide and adjust these meetings at acceptable times for both the staff and parents. The school's Title I contact, teachers, parents, and administrators will all be involved in scheduling the meetings quarterly throughout the school year. The school will provide a suggestion box in the front office for parent input. Bushnell Elementary will have quarterly evening meetings with parents, staff, Title I committee members, and other stakeholders.

12. Describe how the school will implement activities that will build the capacity for strong parent 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)]. *

Building Capacity

Bushnell Elementary School will implement activities that will build the capacity for strong parent involvement. These include: Meet the Teacher (August), Title I Open House (September), evening parent conferences, (fall/spring), parent/teacher conferences (throughout school year), AR Nights (throughout school year), Student of the Month Activities/Student Recognition (throughout the year), volunteer training/reception (fall/spring), STREAM Night (winter), Math Night (spring), All-Pro Dads (monthly), winter music performance, spring music performance, "Tool Kit" lunches (fall and spring,) and PTO meetings (throughout the year.)

13. 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)]. *

Building Capacity

Bushnell Elementary will provide materials and training to help parents in various formats and opportunities. BES has several opportunities and methods in place for families to communicate, gain information, and interact with school personnel. The following is a list of strategies/programs BES families are encouraged to utilize in order to stay informed and updated on important events, topics, and student progress. Communication folders (Nicky folders used Pre-K-5,) student planners (K-5,) monthly newsletters, Skyward Family Access (Gradebook/ Attendance,) AR Home Connect (monitor student progress,) and messages/ information pushed out through various forms of media such as Remind texts, school webpage, and the school social media page.

14. Upload evidence of the materials and training provided to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)].

[BES SAC Agenda Sep. 28 2023 \(002\) Stephanie Camara.docx](#)[Agenda for BES Title 1 Parent Meeting and Ope Stephanie Camara.docx](#)[TIPA Open House 2023 Remind and Social Media Stephanie Camara.jpg](#)

15. Provide a summary of PD activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e) (3)]. *

PD Activities that were provided in the previous year included:

1. Faculty Meetings and Trainings: Teachers collaboratively discussed methods of engaging parents and families with their students' educational needs and worked to develop means for communicating effectively with families. Teachers and administrators reviewed appropriate communication styles and procedures to foster positive relationships between parents and teachers.
2. Leadership Meetings: Grade level leaders discussed and planned events appropriate for the student body including standards information for parents and families while providing resources to help families with skills.
3. Presented and encouraged input from TIPA/SAC committee, teachers, and staff for the Parent and Family Engagement Plan.

16. Describe the professional development activities the school will provide to educate the 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)]. *

Staff Training

Professional development will be provided throughout the school year as listed: 1. During pre-planning/professional development days, staff will receive instruction/training on communicating with families. Teachers and administrators will discuss and plan various forms of parental involvement including activities. 2. Title I Parental Advisory Council District Committee Meetings build a partnership with the community, parents, and staff. Parents, district staff, and teachers will brainstorm parental involvement trainings or activities related to student achievement from all Sumter schools. 3. School Advisory Council Meetings: the Title I Contact will brainstorm ideas about parental involvement activities and trainings with SAC members to bring and share with staff. 4. PLC's, GLC's, and faculty will meet to discuss information/ideas gathered to discuss, plan, and implement activities that promotes parental involvement.


17. Include information on how the school will provide other reasonable support for parent involvement activities under Section 1118 as parents may request [Section 1118(e)(14)]. *

Building Capacity

The Title I Annual meeting will provide information to families of all Title I programs and will give an opportunity for teachers/staff/Title I Coordinator to answer questions presented. Bushnell Elementary will provide other reasonable support for parent involvement activities as parents may request throughout the year. They will address concerns, needs, and provide additional resources and information as needed. This includes offering various forms and settings of communication such as providing a translator as needed in meetings/conferences; sending flyers; Remind messages; scheduled conferences by phone, in person, and e-mail. The school website manager will update and post upcoming school and district events, and link helpful resources for families and students. The school will post information related to school related events and activities on school social media pages. Communication, information, and other correspondences will be translated from English to Spanish as needed and posted/distributed through all sources.

18. Upload evidence for question 17. (Agenda, materials and sign in sheet.)

Staff Training

 [Agenda for BES Title 1 Parent Meeting and Ope Stephanie Camara.docx](#)

 [BES Title I Open House Sign in Sheets 23-24 Stephanie Camara.pdf](#)

 [Spanish Agenda for BES Title 1 Parent Meeting Stephanie Camara.docx](#)

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

Other Activities

This year, we are implementing Parent Toolkit Lunches, one in the fall and one in the spring. Parents and families will be welcome to hear a short presentation from the Instructional Coaches on relevant academic topics that will help parents stay more connected to their student's education.

20. How will the school provide parents of participating children the following: timely information about TIPA 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)]; if the school wide program under Section 1114(b)(2) is not satisfactory to parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the school district [Section 1118(c)(5)].

Select all that apply! *

Communication

- ☒ Newsletters/Fliers/TIPA Handouts
- ☒ School Website/Social Media Announcements
- ☒ Remind or E-mail Correspondence
- ☒ Parent Teacher Conferences
- ☒ Distribution of District Parent Guide and Bill of Rights
- ☒ Report Cards/Midterms Reflecting Academic Progress
- ☒ IEP/504 Annual Meetings
- ☒ Distribution of Individualized State/District Assessment Data Reports
- ☒ Title I Annual Meeting
- ☒ Quarterly SAC Meetings
- ☒ Family/Student/Teacher Learning Compacts
- ☒ In-home conferences via MS Teams
- ☐ Other

21. Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English, 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)]. *

Accessibility

Bushnell Elementary School will provide all notifications about parental involvement, students' academic progress, FAST testing information, and other pertinent information in both English and Spanish. All parents at Bushnell Elementary School will be invited and encouraged to fully participate in all activities, meetings, programs, etc. at the school through parent notices, student planners, websites, meetings, newsletters, phone calls, Remind messages, etc. Bushnell Elementary School will provide an ESOL paraprofessional for all meetings to translate as needed. The ESOL paraprofessional will be available each day for all translation needs and activities. The ESOL paraprofessional will also help in the translation of all communication correspondences to reach all families.

22. Check all discretionary school-level parental involvement policy components the school plans to implement this school year. *

Discretionary Activities

- ☒ Training parents to enhance the involvement of other parents.
- ☒ Maximizing parent involvement and participation 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 conferences at school.
- ☒ Developing appropriate roles for community-based organizations and businesses, including faith-based organization, in parent involvement activities.

23. Developing appropriate roles for community-based organizations and businesses, including faith-based organization, in parent involvement activities. *

Collaboration

With the help of the Parent Teacher Organization, Bushnell Elementary School has been able to reach out to local businesses and community-based partners to help enhance our parent and families activities and events. Lowery's True Value donated funds to a principal's discretionary fund. First Baptist of Bushnell provided free popcorn for our recent Annual Title One Open House night. Family Church provided service projects for mulching the school's flower beds along with providing snacks for teachers. We've also worked in partnership with Village Ace, Envy Med Spa and other businesses in the area. In addition to these, we had community based partners come out for our PTO Fall Carnival. These included law enforcement and the fire department who came out with fire trucks for the kids to explore.

24. What does input gathered from parents tell us about instruction, communication, and parent involvement in your school's Title I program? *

Drawing Conclusions from Parent Meetings and Climate Surveys

Parent climate surveys inform us about the effectiveness of the strategies and interventions in place to communicate with families. This data leads us to assess our policies and make the necessary changes to effectively include all stakeholders.

At Bushnell Elementary, parents and the families we service are generally happy with our school overall. We typically receive positive feedback about communication and instruction at BES. We also typically have strong parental support in our school events and student academics. At our SAC meetings, we give the opportunity for parents to ask questions and provide feedback. Our Title I Parent and Family Engagement Budget is presented to, discussed with, voted on, and approved by parents on our SAC Committee. Other than the Title I supported events, we have made a priority to have discussions about student progress with parents during fall and spring conference nights to increase parent and family engagement in their students' academics.

25. How can your school improve services in the areas of instruction, communication, and parent involvement based on parent input? *

Drawing Conclusions from Parent Meetings and Climate Surveys

We typically receive positive feedback about instruction and communication at the school. One area of concern that we have since worked hard to improve was feedback from parents and families asking for diversification in which nights of the week we held school activities. In May 2023, administrators met with instructional leaders in the school to plan out the calendar for the 2023-24 school year. We have now made scheduling accommodations so that all of our school events occur on different days or nights of the week, Mondays thru Fridays, mornings, afternoons, or evenings, in order to meet the needs and work schedules of our students' parents and families. We are also sure to communicate information in planners, Remind messages, social media posts, phone calls, and more. We try our best to be able to provide information in both English and Spanish to better meet the needs of our students and their families.

26. Did your school principal approve the information you are submitting? *

Required Approval

- ☒ Yes
- ☐ No

27. When did the principal approve the information you are submitting? *

Required Approval

9/28/2023

