

Oscar Patterson

23-24 Parent and Family Engagement Plan

The Parent and Family Engagement Plan (PFEP) must be jointly developed with parents and must be distributed to parents in an understandable and uniform format, and in the language, parents can understand. It must be made available for the community and updated periodically to meet the changing needs of the parents and the school. [Section 1116(b)].

Instructions: Describe the means by which the school will carry out the ESSA requirements below.

1. POLICY INVOLVEMENT

A. By what means will the school conduct a Title I Annual Meeting (convened at a convenient time, to which all parents are invited and encouraged to attend) to inform parents of their school's participation in Title I, the requirements of Title I, and the right of parents to be involved [Section 1116(c)(1)]?

The Title I meeting will be held in September 30 minutes prior to the parent open house, at which time parents will be presented a Title I presentation (The district will provide a PowerPoint that includes all of the requirements of the law). Documentation: Event sign-in sheets,

B. By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP [Section 1116(c)(3)]?

All parents will be invited to review and have input into the PFEP using the Parent Input Form. All parents are given the opportunity to complete a paper or on-line Title I Parent Survey. The results of the survey are tallied and shared with the faculty for their thoughts on ways to improve our PFEP for next year. An evaluation of the current PFEP is conducted during a SAC meeting. Based on the evaluation and survey results, revisions to the plan are made for the next school year. The plan will be reviewed during SAC meetings throughout the year to make revisions according to the changing needs of parents and the school.

Documentation: PFEP plan, Parent Title I survey results, sign in sheets.

C. By what means will the school involve parents in the joint development of the School-wide Program Plan [Section 1116(c)(3)]?

During a SAC meeting, results from a comprehensive needs assessment are discussed. Strategies from the current year's SWP are reviewed. Revisions are made based on needs, barriers, and parent input from the School-wide Program Plan Review/Input form.

Documentation: SAC minutes and agenda, input forms.

D. By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate, as appropriate, in making decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]?

We will use evaluation forms from parenting events, IEP meetings, parent-teacher conferences, SAC meetings, DOJO communications, parent event evaluations, and teacher phone conferences.

Suggestions made by parents, if practical and reasonable, will be implemented in a timely manner.

Documentation: Evaluation forms, IEP meeting minutes, parent-teacher conference documents, SAC meeting minutes, DOJO logs.

E. If the School-wide Program Plan is not satisfactory to the parents, by what means will the school provide parents an opportunity to submit comments with the plan when it is submitted to the district [Section 1116(c)(5)]?

Parents who are not satisfied with the school-wide plan will complete a form to be submitted with the plan to the district.

2. BUILDING CAPACITY FOR INVOLVEMENT

F. By what means will the school provide assistance to parents in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children [Section 1116(e)(1)]? (Include activities in Table A)

During Open House, Title I Annual Meeting, Parent Portal workshops, Curriculum Nights, Take Home Tuesday folders and Standards Based Conferences, parents will be provided information regarding State standards, academic assessments, how to support their student's academic progress,

Documentation: Sign-in sheets, parent evaluation forms, and handouts.

G. By what means will the school provide parents a description and explanation of the curriculum in use at the school [Section 1116(4)(B)]? (Include activities in Table A)

Open House, Curriculum Nights, Transition Meetings, Newsletters, Parent-Teacher Conferences,

Documentation: Sign-in sheets

H. By what means will the school provide parents a description and explanation of the academic assessments used to measure student progress [Section 1116(4)(B)]? (Include activities in Table A)

Parent-Teacher Conferences, Standards Based Conferences.

Documentation: Sign-in sheets, parent request for teacher-parent conference forms.

I. By what means will the school provide parents a description and explanation of the achievement levels of the State academic standards that students are expected to obtain [Section 1116(4)(B)]? (Include activities in Table A)

Title I Annual Meeting, Curriculum Nights, Standards Based Conferences.

Documentation: Sign-in sheets

J. By what means will the school provide parents materials and training to help them to work with their children to improve their children's achievement, such as literacy training and using technology (including the harms of copyright piracy), to foster parental involvement [Section 1116(e)(2)]? (Include activities in Table A)

Curriculum Nights, Parent Center, Transition Meetings, One-on-One Parent Portal Trainings.

Documentation: Sign-in sheets

**Table A
Parent Training Opportunities**

Include all activities for requirements F through J above and all transition activities that involve parents.

| Timeline | Title of Training/Event | Topics | Requirement(s) Addressed (F,G,H,I,J) | Time (AM or PM) or Method | # of Parents Attended |
|----------|--|--|--------------------------------------|---------------------------|-----------------------|
| Aug 8 | <i>Orientation & Spin for Houses</i> | <i>School procedures, expectations, academic standards in reading and math, parent portal sign up & email update</i> | <i>G, I, J</i> | | |
| Sept 14 | <i>Title I Annual Meeting</i> | <i>Requirements of Title I</i> | <i>F, G, J</i> | <i>5:30-6:00 pm</i> | |
| Sept 14 | <i>Fall into Books & Light the Way</i> | <i>Parents and students will walk the Campus to create reading activities, Review the ELA standards, and make books. They will end this activity In the media center where</i> | <i>F,G,J</i> | <i>6:00 - 7:00</i> | |
| Oct 30 | <i>Steam Night Boo for Bones</i> | <i>Parent Involvement Math & Standards, And Science (Activities for students and learn New math standards And curriculum)</i> | <i>F, G, I, J</i> | <i>5:30-7:30 PM</i> | |

| | | | | | |
|-----------------|---|--|-------------------|----------------------------------|--|
| <i>Dec 7</i> | <i>SAC Meeting & A What are You Looking For? (Science Night) With Dinner on</i> | <i>Students and Parents will walk the campus & Searching a activities the teachers create that align with science Standards. Enjoy dinner on the</i> | <i>F,H,I</i> | <i>5:30 - 6:00 6:00 -7:00 PM</i> | |
| <i>Feb 8</i> | <i>Caught Up with Numbers While monitoring & Reviewing the latest Assessment,</i> | <i>Parent play bingo and get caught up With numbers by reviewing math Standards, and connecting it to the scores their children made on</i> | | <i>6:00- 7:30 pm</i> | |
| <i>March 7</i> | <i>Writing on the Wall</i> | <i>Displaying students' Work in writing while Discussing and explaining final Assessment</i> | | <i>6:00 - 7:00 pm</i> | |
| <i>April 18</i> | <i>PreK to K Transition Show What You Know Challenge</i> | <i>Early activities Preparing for school-based success; Teaching parents How to help them Students with at</i> | <i>F,G,H, I,J</i> | <i>6:00-7:00 pm</i> | |
| <i>May 10</i> | <i>Treats for Peeps (like Donuts for Dads, But everyone get to</i> | <i>Parent involvement, summer strategies Review final Assessments</i> | <i>G, H, I, J</i> | <i>7:00-8:00 am</i> | |
| <i>On-going</i> | <i>Parent Portal</i> | <i>Contact information, encourage usage, progress monitoring, help with math</i> | <i>F</i> | <i>AM and PM</i> | |

**Table B
Other Events/Activities**

Other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children [Section 1116(e)(4)]

| Timeline | Title | Purpose | Time(AM or PM) or Method | # of Parents Attended* |
|-----------------|--|--|---------------------------------|-------------------------------|
| <i>Aug-May</i> | <i>School Advisory Council</i> | <i>Plan/review/improve the PFEP and develop the SWP</i> | <i>AM and PM</i> | |
| <i>Aug-May</i> | <i>School Newsletter</i> | <i>Explain school activities and Provide school information</i> | <i>Newsletter</i> | |
| <i>May</i> | <i>Treats with Peeps</i> | <i>Review final assessments</i> | <i>PM</i> | |
| <i>Sept.</i> | <i>Fall into Books and Light the path</i> | <i>Stress the importance of parent Involvement and helping with reading</i> | <i>PM</i> | |
| <i>Oct.</i> | <i>Open House/ Steam Night Boo for Bones</i> | <i>Stress the importance of math and standards</i> | <i>PM</i> | |
| <i>Aug-June</i> | <i>Parent Liaison</i> | <i>Serve as a liaison between parents and the school to encourage engagement, encourage attendance</i> | <i>PM</i> | |

*To be updated throughout the year

K. By what means will the school educate the faculty, staff, and administrators, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school [Section 1116(e)(3)]?

| | |
|--|---|
| Use Question # 8 from the Parent Survey Results to drive PD to help teachers Look for # 1 choice | |
| <ol style="list-style-type: none"> 1. Communication with parents 2. Reaching Out to Parents 3. Successful Parent Teacher Conferences | We will utilize monthly parent newsletters, take home folders, PeachJar, classroom dojo, and focus (parent portal) to relate all activities, grades, and test scores to parents. |

The school will utilize training provided by the district for the faculty and staff. In addition, the school will provide event evaluation as an insight to what parents' needs are.

Documentation: Sign-in sheets, staff training evaluations, parent event evaluations.

L. To the extent feasible, by what means will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs that encourage and support parents in participating in the education of their children [Section 1116(e)(4)]?

Continue local partnerships with local organizations/agencies, backpack blessings, dental bus, shoes for souls, counseling agencies, Church partnerships, Community/business partnerships, Mentors from elevate Bay, and a partnership with on-site Head Start.

M. By what means will the school provide other reasonable support for parental involvement activities as parents may request [Section 1116(e)(13)]? (Based on the Title I Spring Parent Survey results, what activities did the parents request that are included in this plan?)

According to the District Spring Parent Survey results, parents would like more events in the afternoon and evenings, events to be held on Thursdays, more communication via newsletter/ flyer, events regarding reading, math, and science. We addressed parents' needs by holding events during afternoon and evening sessions, holding most events on Thursdays, sending home flyers/newsletters/ communications via Tuesday Take Home folders that are provided to all students. Individuals who need assistance with a parent portal have one-on-ones with the Parent Liaison.

N. Elementary Only - How will the school ensure that teachers conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed [Section 1116 (d)(2)(A)]?

Parents will be encouraged at Open House to sign-up for a parent-teacher conference to complete a compact. For parents who don't sign-up, teachers will make contact requesting a conference.

Documentation: Compacts signed by Parent, Student, and Teacher at time of conference.

O. Optional – How will the school develop appropriate roles for community-based organizations and businesses in parent involvement activities [Section 1116(e)(13)]?

Outside agencies will be invited to parent events to conduct parent training and provide community information.

P. Optional – By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the training [Section 1116(e)(6)]?

Q. Optional – By what means will the school provide literacy training for parents if the LEA has exhausted all other sources of funding [Section 1116(e)(7)]?

During parent events literacy information is provided.

R. Optional – By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1116(e)(8)]?

When events are planned during a mealtime, refreshments will be provided. Childcare is also provided during parent events.

S. Optional – By what means will the school train parents to enhance the involvement of other parents [Section 1116(e)(9)]?

We will ask parent volunteers to find additional parents to volunteer when needed.

T. Optional – By what means will the school conduct in-home conferences for parents who are unable to attend at school [Section 1116(e)(10)]?

At the beginning of the academic year school staff, teachers, and administrators will do home visits to the homes of currently enrolled students.

U. Optional – By what means will the school adopt and implement model approaches to improve parent involvement [Section 1116(e)(11)]?

We will continue to implement DOJO, IRIS alerts, and Tuesday take home folders.

3. ACCESSIBILITY

V. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). [Section 1116(f)]? (List the barriers identified by parents in the Title I Spring Survey and the methods by which the school will assist to overcome the barriers.)

Based on the Spring Parent Survey results, work schedule was listed as the top barrier to participation. We plan to offer morning and evening events to give every parent an opportunity to participate.

W. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand [Section 1116(e)(5) and (f)]?

All school communications are translated for our ELL families. Google Translate and staff members assist with this. Our new ADA approved website will translate all uploaded documents. Bilingual staff members assist with conferences and phone calls.

X. By what means will the school offer a flexible number of meetings, such as meetings in the morning or evening to accommodate parents' schedules [Section 1116(c)(2)]?

Based on the Spring Parent Surveys responses, the majority of parents indicated that evenings between 5 - 8 are the most convenient times for meetings. This will be taken into consideration when scheduling events.

Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].

A minimum of 2 weeks' notice will be our school policy. This will give parents an opportunity to save the date. Various methods of communications, Tuesday take home, IRIS Alerts, Social media, and Flyers will be used to notify and remind parents about events to ensure the greatest participation.

Title I Expenditures for Parent and Family Engagement (Don't list individual supplies. Remove categories the school is not going to fund.)

EXAMPLE:

| Category | List of Items |
|-----------------------------------|---|
| <i>Parent Liaison</i> | <i>Salary, benefits</i> |
| <i>Parent Communications</i> | <i>Paper, ink/toner, copier rental, stamps, digital newsletter, printed materials/brochures</i> |
| <i>Parent Training/Events</i> | <i>Refreshments, materials, supplies, stipends for teachers as consultants, printed materials, consultants/author visits, ink/toner, stipends for Paras</i> |
| <i>Parent/Teacher Conferences</i> | <i>Teachers as consultant, stipends for after hours</i> |
| <i>Parent Center</i> | <i>Clothing, supplies and equipment</i> |