



2019-2020 School Parental & Family Involvement Policy (PFEP)

School: Palmetto Elementary School

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116]. Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

Assurances

Please check all the boxes

- ☒ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent?
- ☒ The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101 of ESEA
- ☒ Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community
- ☒ Involve parents and families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan
- ☒ Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy
- ☒ Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- ☒ Provide each family with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field
- ☒ Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section1116]

Christen Kumbor
Principal Signature

6/5/19
Date Signed

1. Involvement of Parents

Describe how your school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used?

We share out the Title 1 Use of Funds to our SAC and ask for input on how we should spend the budget. SAC bases these decisions on the School Improvement goals that we have established. As we need to make adjustments on the use of funds, we discuss this as a SAC.

2. Coordination and Integration with Other Federal Programs

Describe how your school will coordinate and integrate parent and family engagement programs and activities **with Other Federal Programs?**

We will conduct 3 Family Nights throughout the year (Math, Science, ELA), as well as other parent involvement and information mornings or nights as we see fit.

Describe how your school will coordinate and integrate parent and family activities that **teach** parents how to help their child(ren) at home?

[ESEA Section 1116]

We will utilize the CCPS Parent Institute materials at our Parent/Family Nights in order to teach families strategies and activities.

3. Annual Parent Meeting

Describe the specific steps your school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program

An Annual Parent Title 1 Meeting will be conducted during our Meet the Teacher Event. Parents will receive communication about this even via a variety of communication techniques (callers, email, texts, social media posts). Translation will be provided to any parent who needs it.

Provide a description of the nature of the Title I Program that will be shared with parents and families (schoolwide or targeted assistance).

Support personnel provided, instructional materials, and the afterschool program

Provide a description of how the meeting will cover the rights of parents at the annual meeting?

School data is shared, the rights of the parents, and the school choice methods will be shared at the Annual Meeting.

4. Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

We will offer a variety of events in the morning and evening to ensure flexibility for parents.

How will your school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement?

Childcare will be provided for families who need it.

5. Building Capacity

Please describe all activities that will address the following questions;

- How the school will implement activities that will build the capacity for meaningful parent/family involvement?

- How will the school implement activities that will build relationships with the community to improve student achievement?
- How the school will provide materials and trainings to assist parents/families to work with their child(ren)?
- How the school will provide other reasonable support for parent/family engagement activities?

Content and Type of Activity	Timeline
Parent Institute: MATH	October
Parent Institute: SCIENCE	February
Parent Institute: READING	January

6. Staff Training

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families on:

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

Staff will receive professional development through faculty meetings, PLCs, professional development days in: communicating to parents and increasing parent engagement.

7. Other Activities

Describe How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)?

We are open to meeting with parents and answering any questions they have, and will also conduct Meaningful Morning events to allow for parents to be more involved in their student led conferences and become more engaged in school-wide events.

8. Communication

Describe how will your school provide timely information about the Title I programs?

Parents will be communicated to in a variety of ways: Monthly Newsletters, callers, texts, emails, and posts to social media (Twitter and Facebook school accounts)

How will your school describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

This will be shared through monthly newsletters, SAC/PTO meetings, parent nights/morning events, curriculum nights/mornings and Meaningful Morning events.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

We will conduct informal meetings with parents, as well as discuss this at SAC meetings

How will your school submit parents/families comments if the schoolwide plan is not satisfactory to them?

We will share these at leadership meetings, SAC/PTO meetings, and discuss strategies to improve

9. Accessibility

Describe how your school parent/family engagement activities for all parents/families?(*including parents with limited English proficiency, disabilities, and migratory children*).

We will provide translations in Spanish and Creole at events.

Describe how your school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?

Translations will be provided in Spanish and Creole.

10. Discretionary Activities

Describe if the school provides Any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

11. Barriers

Describe the barriers that hindered participation by parents during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Timing of events	Additional morning events will be provided to allow for parent choice in either a morning or evening time slot that works for their schedule

12. Upload Evidence of Input from Parents on the development of the PIP

- ☐ Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY20 Parent & Family Engagement Policy(PFEP)** prior to approval. Please upload document in your school FY20 Planning folder (#11) in the ADNTITLE1SCHOOLS drive. [Link](#)

13. Upload Parent-School Compact

- ☐ Upload an electronic version of the FY20 Parent-School Compact. Please upload document in your school FY20 Planning folder (#11) in the ADNTITLE1SCHOOLS drive. [Link](#)

14. Upload Evidence of Parent Involvement in Development of Parent-School Compact

- ☐ Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY20 Parent –School Compact** prior to approval. Please upload document in your school FY20 Planning folder (#11) in the ADNTITLE1SCHOOLS drive. [Link](#)

Evaluation of the previous year's Parent and Family Engagement Plan

Review your FY19 School Parent and Family Engagement Policy (PFEP) and complete the sections

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity build parent and family capacity to improve student achievement? If not completed, provide rationale.
Annual Title I Meeting	2	310	Made parents aware of the Use of Funds, as well as the ways to get involved in the school this year in regards to their child's academics
Parent Institute: Math	6	42	Parents learned a variety of strategies to assist their child at home in regards to Math standards
Parent Institute: Science	6	114	Parents learned a variety of strategies to assist their child at home in regards to Science standards
Parent Institute: Reading	6	79	Parents learned a variety of strategies to assist their child at home in regards to Reading standards

below.

1. Building Capacity Summary

Provide a summary of activities provided during the **2018-2019** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting, Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below.**

2. Staff Training Summary

Provide a summary of the professional development activities provided by the school during the **2018-2019** 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.

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Staff will receive professional development through PLCs in: communicating to parents, and increasing parent engagement	1	46	Staff gained a better understanding of the barriers to Title 1 Families, as well as strategies to communicate with parents, and methods to involve parents in school

3. Review your FY19 School Parent and Family Engagement Policy (PFEP) Barriers Section.

To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement (PFE) funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome	Implementation (Full, Partial, Not Yet)	How will Title I PFE funds be used to address the persistent barrier(s)?
Timing of events	Increase amount of morning events	Partial	Coaches and resource teachers will develop strategies to send home in the newsletters, and to share at meaningful morning