

**LARKDALE ELEMENTARY SCHOOL**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2020-2021**

**Mission Statement**

We the staff and the parents of Larkdale Elementary School, commit ourselves to providing quality and broad-spectrum education for all students. We will promote the fundamentals of responsibility in each person for his or her own actions that will lead to self-reliance, self-esteem, and a respect for the dignity of every individual.

**Engagement of Parents and Families**

*Larkdale Elementary will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].*

Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the SAC meetings parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotment(s)). Parents will be allowed to provide input in the development and decision-making process of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement programs.

**Coordination and Integration**

*Larkdale Elementary will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start; Early Reading First; Even Start; Home Instruction Programs for Preschool Youngsters (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].*

Count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)/Every	Supplemental instruction support provided by the school will be discussed with parents during development of the student's IEP.

	Student Succeeds Act (ESSA)	
2	Head Start	Head Start pre-kindergarten teachers will conduct at least two home visits, hold joint parent meetings to discuss specific learning needs of students and academic progress.
3	Family Nights: Literacy/Math	To provide parents, families, and the community with useful strategies on how to support students in grades Pre-K through Fifth with instruction in Reading, Writing, Math, and Science.
4	Oasis Room	Students, parents, and the community will have a resource room which will provide all participants with the opportunity to read, study, access the internet, fax, print, write resumes' etc.

## Annual Parent Meeting

*Larkdale Elementary will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents engaged. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].*

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Meet and Greet	August 2020	<i>Empowering Family Teacher Partnerships: Mike Coleman</i>	Flyer, Parent-Link, Sign-In sheets
Public Meeting	August 2020	<i>Empowering Family Teacher Partnerships: Mike Coleman</i>	Flyer, Parent-Link, Sign-In sheets
Open House/Title I	August 2020	<i>School, Family and Community Partnerships: Joyce L. Epstein</i>	Flyer, Parent-Link, Sign-In sheets

## Flexible Parent Meetings

*Larkdale Elementary will offer a flexible number of meetings, such as meetings in the*

morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions that teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school/parent efforts and explanations of homework and grading procedures. The school will offer parents a parent night each year to provide explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy trainings where childcare will be provided. Meetings will occur before school, in the evenings, and we will add meetings before dismissal in the afternoon to reach out to our parents with flexible schedules.

### **Building Capacity**

Larkale Elementary will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
FSA/LSA individual conferences	October 2020-May 2021 Face to Face/Virtual/Phone	<i>Empowering Family Teacher Partnerships:</i> Mike Coleman	Progress Reports and Parent Conference Forms
Literacy and Math information at Parent Meetings	November 2020-April 2021 Face to Face Virtual	<i>School, Family and Community Partnerships:</i> Joyce L. Epstein	Flyer Agenda, Sign-In Sheets, Evaluation Forms
Review Florida State Standards	November 2020-April 2021 Face to Face/Virtual	<i>School, Family and Community Partnerships:</i> Joyce L. Epstein	Increased student achievement based on end of year assessment data.

### **Staff Training**

Larkdale Elementary will offer the following training to educate teachers, specialized

*instructional support personnel, principals, and other staff, 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 schools [Section 1116(e)(3)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
Building ties between home and school	October 2020	<i>School, Family and Community Partnerships: Joyce L. Epstein</i>	Agenda, Sign-In sheets, Evaluation/Feedback
MTSS/RtI	August/September – May 2020-2021 Face to Face/Virtual	<i>Empowering Family Teacher Partnerships: Mike Coleman</i>	Agenda, Sign-In sheets, Evaluation/Feedback forms

## **Other Activities**

*Larkdale Elementary will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].*

**The Title I Mobile Unit visits at the school during quarterly report card day meetings. Parents are encouraged to go to the Title I Parent Resource Center. Parents are invited to shop at the School Book Fair. Parents are invited to lunch with their children during lunch week. Quarterly Report Card Day Meeting to inform parents and stakeholders about instructional practices and for parents to receive report cards, as well as, meet briefly with classroom teachers. Annual Parent Seminar allows small groups of parents to have more training on Title I Programs.**

## **Communication**

*Larkdale Elementary will provide parents of participating children the following [Section 1116(c)(4)]:*

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(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, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and*

- *If the school-wide program plan under Section 1114 (b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].*

**Larkdale will provide information about Title I Programs in a timely manner, using various methods of communication (newsletter, website, meetings). Information about Title I Programs, Extended Learning Opportunity (ELO) Programs, Common Core Standards, and forms of Academic Assessments will be shared with parents during Open House/Title I information meetings, parent conferences, and any other time a parent requests such information. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting.**

### **Accessibility**

*Larkdale Elementary will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].*

**Larkdale will provide the School Parent Involvement Plan (SPIP) in English, Spanish, and Haitian-Creole. Parents will be sent notification of the plan in the school's newsletter, website, and made available in the front lobby of the school. All correspondences regarding the parent meetings will be created in the aforementioned languages and distributed to parents to increase participation. Translators will be available at all parent meetings and made available when needed.**

### **School-Parent Compact**

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

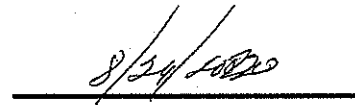
Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.


### **Adoption**

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

This plan was adopted by the school on (08/24/2020) and will be in effect during the 2020-2021 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2020.

  
**Signature of Principal**

  
**Date**

  
**SAC Chairperson**

  
**Date**