



## Parent & Family Engagement Plan Coversheet

Complete the information below then scan and upload this coversheet with the required documentation.

School: \_\_\_\_\_

Were parents given the opportunity to provide input on the PFEP?

Yes (in person or virtual – please follow prompts below)

No, explain: \_\_\_\_\_

If **in person**, is the following documentation attached?

- Notification/Invitation

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

- Agenda (must include discussion of PFEP)

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

- Parent/Family Sign-in Sheets

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

- Evidence of Input (check all that apply)

Meeting Minutes

Marked up copies of old PFEP

Parent Survey

Other: \_\_\_\_\_

If **virtual**, is the following documentation attached?

- Notification/Invitation

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

- Number of Families that Provided Input

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

- Evidence of Input (check all that apply)

Meeting Minutes

Marked up copies of old PFEP

Parent Survey

Other: \_\_\_\_\_

Is a DRAFT of your 2020-2021 PFEP attached?

Yes \_\_\_\_\_ No, explain: \_\_\_\_\_

\_\_\_\_\_  
Principal's Signature & Date

\_\_\_\_\_  
Title I Contact's Signature & Date

*The Federal Every Student Succeeds Act (ESSA) requires that Title I schools jointly develop, agree on, and distribute a written parent and family engagement policy (section 1116(a)(2)).*