

# Fuguitt Elementary 2020-2021

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## Parent and Family Engagement Plan (PFEP)

I, Dr. Kathi Bentley, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

### Assurances

- 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 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, 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 under section 1114(b)(2) [Section 1118(c)(3)];
- 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 [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

*Kathlene Bentley*

May 21, 2020

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**Signature of Principal or Designee**

**Date Signed**

## **Involvement of Parents**

The Fuguitt Elementary School community believes in involving parents in all aspects of its Title I program and seeks to blend parent participation in Title I events, the Parent Teacher Association (PTA) and the School Advisory Council (SAC). Fuguitt creates a quality educational setting that promotes critical thinking skills for college and careers by providing a relevant and rigorous curriculum and building positive relationships. Inspired by “The Leader in Me” by Stephen R. Covey, the mission of Fuguitt Elementary is preparing tomorrow’s leaders today...This leadership model is grounded in our belief that building cooperative relationship and nurturing responsibility, kindness and good judgment is the basis for creating a successful community of learners prepared for the 21<sup>st</sup> century and beyond.

Fuguitt Elementary School will encourage parents to become active members of our School Advisory Council (SAC). More than 50 percent of the members of the SAC are required to be parent (non-employee) representatives. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan (SIP) and Parent and Family Engagement Plan (PFEP). Therefore, parents will be provided opportunities to give 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 stakeholders. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program. Parents may request additional support either directly through their child's teacher or grade level administrator. A parent may also request support during regularly scheduled SAC or PTA meetings.

Our Title One School Compact and Parent and Family Engagement Plan is jointly developed by parents and other stake holders. In an effort to build the capacity of our parents we will offer a Meet and Greet, Open House, Title One Student-Led Leadership Conference Day, Curriculum Events to support parents’ Title One Compact Pledge success, Quarterly Report Card Reviews with ESOL and ESE parents, Walk to School, Thanksgiving Lunch, Three parent/family nights to support Math, Reading and Testing, Harvest Fest, Winter Night, Dr. Seuss Holiday Read Aloud, Musical concerts, Transition to Kindergarten Night, and Field Day. Additionally, our Fuguitt Gator Staff will build their capacity with ongoing professional development in Target-Task alignment, Lesson Planning to increase rigor, and collaborative planning and preparing on culturally responsive and equity with excellence to build an inclusive learning community for all students to learn and become grade level proficient or beyond. We will also coordinate with other federal programs such as VPK, IDEA, Kindergarten Open House, ESOL and ESE parent meetings.

Each year we review our Title One Compact and Parent Family Engagement Plan with parent input being essential to this process. Parents will be notified of the review date by May 1, 2021. We offer flexible meeting times, by scheduling morning, afternoon, evening times in an effort to reach as many parents as possible.

Our Title One Annual Parent meeting will be held on August 11, 2020. During this meeting we will discuss the Parent's Right to Know, What is Title One, the Budget and the importance of parent involvement, curriculum and assessments.

We will communicate with parents via Newsletters, Parent Connect Messages and Teacher/School Website. We will make every reasonable effort to provide our parents with information with an understandable language and format.

Our Parent Family Engagement Plan (PFEP) is located on our website:

<https://www.pcsb.org/fuguitt-es>, at our Title One Parent Station, and you may request a complete copy by contacting Dr. Kathi Bentley.

## Coordination and Integration

count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP.
2	VPK	Fuguitt Elementary and the VPK office will work together to coordinate transition programs for students entering the regular public school program. Activities may include meetings with parents, VPK teachers and the Kindergarten teachers to discuss the specific learning needs of students, joint parent meetings to discuss transitioning, etc.
3	Kindergarten Open House	The school will provide families information important to help their children transition from Pre-K to Kindergarten
4	ESOL Parent Meetings	ESOL staff will meet quarterly with ESOL parents to review their child's report card and MAP scores. Our ESOL staff will answer questions and give specific feedback to parents on how they can support their child's learning progress for grade level proficiency.
5	ESE Parent Meetings	ESE staff will meet quarterly with ESE parents to review their child's report card and MAP scores. Our ESE staff will answer questions and give specific feedback to parents on how they can support their child's learning progress for grade level proficiency.

## Annual Parent Meeting

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Maintain documentation	Principal, Assistant Principal and Audit Box Coordinator	September, 2020	Title I audit box is in electronic form and documentation is uploaded to electronic audit box

2	Annual Title I Parent Meeting	Principal, Assistant Principal	September, 2020	Agendas and sign-in sheets
3	Create sign-in sheets	Principal's Secretary	August, 2020	Sign-in sheets for meeting and individual classrooms
4	Advertise/publicize event	Principal, Website Manager	August, 2020	School Messenger messages, school marquee, and posting on school website
5	Develop and disseminate invitations	Principal, teachers, Assistant Principal, Website Manager	August, 2020	Flyer with date of dissemination and posting on school website
6	Develop agenda, handouts, and/or presentation materials that address the required components	Principal, Assistant Principal and teachers	August, 2020	Copies of agendas, PowerPoint presentation, and handouts

## Flexible Parent Meetings

Fuguitt Elementary School seeks to provide excellent customer service and availability for parents. The administrators make themselves available to parents to the largest degree possible when parents come to the school with questions or concerns. Fuguitt Elementary will provide a variety of meetings/trainings/family activities in the mornings prior to school, during the school day and in the evenings to accommodate the different schedules of our parents. Childcare offered based upon need. The schedule will be modified as needed based upon family/parent participation.

## Building Capacity

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title One Annual Meeting Meet and Greet held at different time	Principal Assistant Principal	Administration will provide Title One specific information and classroom teachers will provide general information for use throughout the school year.	August 11, 2020	Sign-in sheets, handouts, agendas, and presentation materials
2	Open House Pre-K-5 <sup>th</sup> grades	Principal and Assistant Principal	Parents will be provided with content specific sessions, aligned with FL standards, identifying strategies they can use at home to promote highest student achievement specific to reading, writing and math as measured by FSA gains.	September 26, 2020	Sign-in sheets, handouts, agendas, and presentation materials

3	Parent Curriculum Events	Principal Assistant Principal School Counselor Teachers	Parents will attend curriculum events throughout the school year to learn how to successfully support their child's grade-level learning proficiency or beyond utilizing the Title One Compact Pledge as the standard.	September-April, 2021	Sign-in sheets, handouts, agendas, and presentation materials
4	Parent/Teacher Conferences	Guidance Counselor, Family Liaison	Parents will be provided input on their child's progress and provided content specific strategies they can use at home to support their child's learning.	September–April 2021	Sign-in sheets, handouts, agendas, and presentation materials
5	Transition to Kindergarten, Ready, Set, Go	Principal, Assistant Principal and Kindergarten Teachers	Teachers will provide parents with information and supplies to better prepare their child academically for kindergarten	January, 2021	Sign-in sheets, handouts, agendas, and presentation materials
6	SAC Meetings	Principal and Assistant Principal	Parents will have the opportunity to review and discuss the SIP and to meet monthly to review and analyze SIP Goal progress giving input on how to improve school-wide student grade level proficiency or beyond.	August-May, 2021	Sign-in sheets, handouts, agendas, and presentation materials
7	Title One Compact Student-Led Leadership Conference Day	Principal	Parents will meet with their child's teacher for a student-led leadership conference day using the Title One Compact Pledge as the standard for student to achieve grade level proficiency or beyond.	May 2021	Sign-in sheets and handouts
8	ESOL and ESE Parent Meetings	Principal and ESOL/ESE Staff	ESOL and ESE staff will meet quarterly with parents of ESOL and ESE students to discuss how to support their child's grade level proficiency or beyond	Quarterly 2020-2021	Sign-in sheets
9	Walk to School	Administrative Team, Teachers	Parents will meet in a central location and walk to school with their child along with school staff	October 2020	Advertisements
10	Harvest Night	Administrative Team, Teachers, Student Services Team	Families will eat dinner then enjoy games and other fun learning activities with the child and school staff.	October 16, 2020	Advertisements, Flyers
11	Winter Night	Administrative Team, Teachers,	Parents will attend our annual Winter Night and make crafts,	December 11, 2020	Advertisements, Flyers

12	Awards Day	Student Services Team	listen to our school's music concert and visit with Santa.	May 2021	Award program, Sign-in sheets
		Administrative Team, Teachers, Student Services Team	Families will attend an assembly celebrating student's outstanding learning success, i.e. PRIDE, Hispanic Achievement, PMAC, and various other academic awards		

## Staff Training

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Ongoing PLC	Principal, Assistant Principal, Team Leaders, Teachers	Improve the ability of staff to collaborate effectively with parents.	August 2020- May 2021	PLC minutes, student agendas and other appropriate documentation as required
2	Ongoing Collaborative Planning	Principal, Assistant Principals, Team Leaders, Teachers	Grade level teams collaboratively plan student instruction utilizing district curriculum Gateway lesson plan as a template to embed Culturally Responsive teaching and learning with equity for all students. Teachers will collaborate with parents to learn how their child BEST learns and their child's learning interests as well as asking students to fill out interest and learning style surveys.	August 2020- May 2021	Weekly Lesson Plan reviews by Administration
3	Grade Level Data Chats	Principal, Assistant Principal, ELA Coaches, Data Team Grade-level Rep.	Work within grade level teams to identify students' strengths and areas of support. Collaborate with parents to work with them to support their child's grade level proficiency or beyond throughout the school year	September 2020-May 2021	Teacher/Parent/Administration observations and meetings

4	Content Focused Curriculum Meetings	Principal, Assistant Principal, Teachers	Increase teacher instructional pedagogy to improve student grade level proficiency through student-centered work with rigor aligned to FL Standards  All Fuguitt staff will understand how to develop a positive learning culture and climate where all students have high academic and behavior expectations in an inclusive learning community collaborating with parents on how to support Restorative Practices at home through monthly school Newsletters, class newsletters and conferences	August 2020-May 2021	Curriculum agendas, handouts and presentation materials
5	Restorative Practice Training	Equity Champions, Restorative Practice Certified School Leader		August 2020-October 2020 and ongoing in classrooms 2020-2021	Sign-in sheets, Lesson Plans, handouts
6	Just in Time ELA, Math and Science Coaching	District Subject Coaches	Current Standard-based trainings, target-task alignment with rigor and coaching model from district coaches	August 2020 April 2021	Sign-in sheets, emails, and handouts

## Other Activities

Fuguitt Elementary School will maintain a system to provide parent resources, as well as inform others of their availability. We are working together with parents to update email contacts in Focus and work with teachers to support teacher-parent communication via email. School staff will attend extracurricular events on the weekends to promote positive parent-student-teacher communication. In addition, the Connect-to-Success computer program will provide home computers to students who need grade level acceleration using on-line programs to practice and review reading and math content and skills to reach grade level proficiency or beyond by the end of the school year.

## Communication

Fuguitt Elementary School will provide information to parents regarding Title I programs in a timely manner using various methods of communication including meetings, letters home, the school messenger, email and the school website. At the Meet and Greet/Annual Title I Meeting, information

about Title I programs, curriculum, and academic assessments will be shared in a general meeting. Teachers will maintain sign-in sheets and provide a copy to the Title I coordinator who will also maintain documentation on the dissemination of information, distribution methods, and timelines. Parents will be provide a response form to complete to provide input or to ask questions. The principal will respond by email to all questions left. If a parent is unsatisfied with the school-wide program plan under Section 1114 (b)(2), they will be asked to provide their comments to the Principal who will then provide the comments to the Title I office. Up-to-date information will also be kept at the "Parent Station" located in the front office for parent convenience.

## **Accessibility**

Fuguitt Elementary School will make the Parent and Family Engagement Plan (PFEP) available to parents in English and Spanish on the school's website. A hard copy of the PFEP will be housed in the "Parent Station" located in the front office and will be copied upon parent request. Written communication may be requested to be translated in languages other than English. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in parent meetings. American Sign Language (ASL) translation services will also be made available upon parent request.

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## **Discretionary Activities**

School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement  
X Not Applicable

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## **Upload Evidence of Input from Parents (into the Audit Box KIA Folder)**

Upload evidence of parent input in the development of the plan

## **Upload Parent-School Compact (into the Audit Box KIA Folder)**

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact in all languages represented at school site.

## **Upload Evidence of Parent Involvement in Development of Parent-School Compact (into the Audit Box KIA Folder)**

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student



academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact.

## Building Capacity Summary

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title One Annual Meeting and Meet and Greet	1	350	Provide families with needed information regarding Title 1 services and resources available
2	Open House	1	197	Parents will meet with their child's teacher for a student-led parent teacher conference day (throughout the day from 7:45-3:15pm) using the Title One Compact Pledge as the standard for student to achieve grade level proficiency or beyond.
3	Curriculum Events	3	150	Parents attended curriculum events throughout the school year to learn how to successfully support their child's grade level learning proficiency and provide strategies to at home to help their students meet or exceed their potential.
4	Harvest Fest	1	400	Families ate dinner then enjoyed a variety of games and other fun learning activities with the child and school staff.
5	Winter Night	1	370	Parents attended our annual Winter Night and made crafts, listened to our school's chorus concert and visited with Santa.
6	Awards Ceremony	1	43	Parents visited their child's classroom to view their Leadership Notebook and then attended an assembly celebrating their students' outstanding learning success, i.e. PRIDE Award winners, Hispanic Achievement and other academic awards received throughout the year.

## Staff Training Summary

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Ongoing PLC's	36	40	Increase teacher instructional pedagogy to improve student grade level proficiency or beyond through student-centered work with rigor aligned to FL Standards
2	Ongoing Collaborative Planning	36	40	Grade level teams collaboratively plan student instruction utilizing district curriculum Gateway lesson plan as a template to embed Culturally Responsive teaching and learning with equity for all students. Teachers will collaborate with parents to learn how their child BEST learns and their child's learning interests as well as asking students to fill out interest and learning style surveys for all students to achieve grade level proficiency or beyond
3	Grade-Level Data Chats	4-6	40	Work within grade level teams to identify students' strengths and areas of support. Collaborate with parents to work with them to support their child's grade level proficiency or beyond throughout the school year
4	Restorative Practice Training/Equity with Excellence	8	45	Fuguitt Staff will understand how to develop a positive learning culture and climate where all students have high academic and behavior expectations in an inclusive learning community collaborating with parents how to support Restorative Practices at home through monthly school Newsletters, class newsletters and conferences

## Barriers

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parents need support to be successful implementing the Title One Compact Pledge commitment to help their child achieve grade level proficiency.	Parents will attend Title I Annual meeting and curriculum events throughout the school year to learn how to successfully support their child's grade level learning proficiency or beyond utilizing the Title One Compact Pledge as the standard.
2	Parents of ESE and ESOL children need support to understand how to support their child to achieve grade level proficiency or beyond	ESOL and ESE staff will meet quarterly with parents of ESOL and ESE students to discuss how to support their child's grade level proficiency or beyond.
3	Parents need a variety of times during the day and evening to attend trainings and their children's activities	Provide flexible and varied times for activities, events and parent trainings.