



2020-2021

Title I, Part A Parent & Family Engagement Plan (PFEP)

I, Dr. Eidie Velez, 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent;
- Jointly develop/revise with parents the school Parent & Family Engagement Plan (PFEP) and distribute it to parents of participating children and make available the PFEP to the local community;
- 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's Parent and Family Engagement Plan (PFEP) and the joint development of the School Improvement Plan (SIP);
- Use the findings of the PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP;
- If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan;
- 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;
- Provide each parent timely notice when their child has been assigned to or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified; 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.

Eidie Velez, Ed.D. 7/29/2020
Signature of Principal or Designee Date Signed

****Please use the data from the school's survey(s) (*Advance Ed and 5Essentials*) to complete this Parent & Family Engagement Plan!**

Mission Statement (optional)

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Parent & Family Engagement Mission Statement

Response: Friendship Elementary School strongly believes in the power of building positive relationships and partnerships with all parents, families, and stakeholders. Through parent and family engagement opportunities, our students at Friendship Elementary will be able to continue to grow and excel both academically, socially, and emotionally at school and in our community.

Engagement of Parents & Families

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parent and family engagement will be used.

Response: The School Advisory Council (SAC) meets once a month and is responsible for the planning, review, and improvement of the Title I program. All parents are invited to be members of the Friendship Elementary SAC. Members of the SAC provide input on the Parent Involvement Plan and the Title I budget, as well as all other plans related to school improvement. Parent surveys are also used to solicit parent input. Comments from parents are documented on SAC meeting minutes.

Coordination and Integration

Describe how the school will coordinate and integrate parent and family engagement 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, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI.

count	Program	Coordination
1	Title I, Part C	Parent support is offered through Migrant Advocates and Migrant Recruiters; providing support to our migrant students and their parents.
2	Title IX, Homeless	The school and Title X Coordinator work closely together to ensure that homeless students have materials and resources needed to be successful.
3	Title I, Part D	Services are coordinated with district DJJ and Neglected programs. Students are transitioned from DJJ centers back into district schools with a transition plan to ensure academic and social success.
4	Title I, Part A	Our school works with outside agencies that provide specific services to targeted children and their families, including staff and all special needs groups.
5	Title II	On-going Professional Development is provided by our school district in core subject areas to ensure quality instruction for student success.
6	Title III	The District ESOL Coordinator and staff provide ongoing support and Professional Development to teachers to Ensure instructional best practices. Teachers consistently progress monitor the ELL students to identify specific needs, targeted interventions/enrichments to ensure the appropriate pathway to graduation.

Annual Title I Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity. **Meeting should be offered a minimum of two times on different dates/times to accommodate**

parents' schedules.

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Establish Annual Title I Meeting Date	Principal, Assistant Principal	September 2020	Date set on school calendar, Connect Ed, Marquee
2	Develop & disseminate invitations to open house/agenda	Principal, Assistant Principal	September 2020	Completion of Agenda and Title 1 handouts
3	Develop & print sign-in sheets	Principal, Assistant Principal	June-September 2020	Sign-in sheets from each classroom
4	Copy of Title I presentation for parents	Principal, Assistant Principal	Faculty Meeting 2020	Number of participants
5	Send home Title 1 handouts to all parents that did not attend	Principal, Assistant Principal	September 2020	Number of participants

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parent and family engagement.

Response: Workshops and meetings will be scheduled at different times to accommodate parents' varying schedules and availability. Meetings may be scheduled in the morning, afternoon, or evening.

School Advisory Council (SAC) Meetings are held 1 time monthly after school and child care is provided. Input from SAC is solicited from parents; we schedule input and vote on the times and go when the majority of parents can attend.

Parent Teacher Organization (PTO) meetings are held 1 time monthly immediately following the SAC meetings and or in the evenings in coordination with night time school activities such as Open House, Curriculum Nights, etc.

Parent/Teacher conferences will be held before, during, and after the school day based on parent request.

Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective involvement of parents and families and to support a partnership among the school involved, parents, and the community to improve student academic achievement.

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Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent Training, SAC Membership Training	District, School Improvement, Staff	Increase parent knowledge of academic expectations and foster parent/school partnerships	September 2020	Sign-in sheets
2	Monthly Newsletters	Administrative Team	Provide information in school and district as well as curriculum, instruction, and assessments in parent friendly terms	Ongoing 2020-2021	Climate Surveys
3	SAC Advisory Council Meetings	SAC Chairperson	Focus on academic and school and district related information	Monthly 2020-2021	Attendance of members.
4	PTO Meetings	PTO team	Focus on academics and school related information	Monthly 2020-2021	Sign-in sheets and climate survey
5	Pastries with Parents	School Counselor and Parenting Paraprofessional	Provide an opportunity to visit the school and become involved in their child's education	September 2020	Exit Cards and Survey
6	Math Night	Academic Coach and Administration	Provide information on expectations and activities to use to help their child at home	October 2020	Exit Cards and Surveys
7	Science Night	Academic Coach and Administration	Provide information to parents on expectations to help students at home	February 2020	Exit Cards and Surveys
8	One Book, One School	Media Specialist	Provide students and community members with the opportunity to participate in literacy week	March 2020	Exit cards and Surveys
9	Parent University Nights	Assistant Principal & parent Liaison	Provide parents with an opportunity to learn the English language to assist their children in school	October 2020-May 2021	Exit Cards & Surveys

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, administrators, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent and family engagement programs, and build ties between parents and schools.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title 1 Overview	Assistant Principal	Assistant Principal will learn about Title 1 Program	September	Sign-in sheets, post test, presentation material

2	Monthly Faculty Meetings	Administrative Team	All academic subjects	20-21	Sign-in sheets and agendas
3	Early Release Professional Learning	Administrative Team	All subjects, teacher development	20-21	Sign-in sheets and agenda
4	ELA/Math Standards Aligned	Academic Coach, Trained staff	Provide teacher with information on shifts and how to implement in the classroom	20-21	Increase student ELA achievement.
5	Presentation of School Improvement Plan and Parent Involvement Plan	Principal and SAC Chair	Set clear academic goals and parent involvement goals.	August & September	Sign-in Sheets & Agenda
6	ESOL/ESE Compliance/IEP	District Personnel	Provide teachers with an overview of ESE compliance/IEP goals and ESOL Compliance	20-21	Increase equitable practices/accommodations and student achievement
7	IPAD/Technology	Media Specialist, AP	Provide teachers with instruction on various technology tools for student engagement and lesson, gradebook	20-21	Increase teacher knowledge on technology tools/apps and student engagement

Communication

Describe how the school will provide parents and families of participating children the following:

- Timely information about the Title I programs:
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- 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
- If the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency.

Response: Information about Title 1 programs will be provided through Connect Ed phone calls, newsletters, booklets/brochures during Open House, SAC meetings, and PTO meetings. The Title I Parent Involvement Plan brochure and Title I booklet are sent home with each student via backpack. Curriculum and assessment information is shared by teacher at Open House, during parent teacher conference, and through newsletters. FSA assessment information is sent home to parents via backpack and is also available on our website. Parents may provide input to the school via parent input forms, interim reports, and report cards.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, 2020-2021

meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Response: Information regarding parent participation is provided to parents via school website, Connect Ed phone messages, newsletters, parent/teacher conferences, student backpacks, workshops, and meetings. District information is available in English and Spanish. When requested, the District will provide a translator if school staff are not able to assist. Books in Spanish are available through the Media Center and the ESOL Department. ESOL paraprofessionals translate information for parents over the phone and at conferences. The newsletter is translated into Spanish. There is a Parent Leadership Committee meeting for parents of ELL students. Parents with special needs are accommodated. Friendship Elementary is handicapped accessible.

Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan (PFEP).

Please upload into SharePoint and keep copies for your records.

Upload School-Parent Compact

Note: As a component of the school-level PFEP, 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.

Please upload into SharePoint and keep copies for your records.

Upload Evidence of parent and family input in the development of the School-Parent Compact

Note: Submit copies of actual parent/family input supporting the development and revision of the School-Parent Compact (i.e. minutes, surveys etc.).

Please upload into SharePoint and keep copies for your records

Previous year's Parent & Family Engagement Plan (PFEP) Evaluation

Parent & Family Engagement summary (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. 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	Meet the Teacher	1	293	Provide information to parents on expectations and how parents can help their children.
2	Open House/Title 1	1	189	Provide information to parents on expectations and how parents can help their children.
3	Pancakes with Parents	1	134	Provide parents with an opportunity to bring their child to school to promote parent involvement
4	Roots Family Project	1	147	Provide parents with an opportunity to work together with their child and share their family history.
5	4 th & 5 th Music Performance KG & 1 st Music Performance 2 nd & 3 rd Music Performance	3	90	Provide parents with an opportunity to see their child perform.
6	SAC Membership Meetings	6	7	Increase parent knowledge of academic expectations and foster parent/school partnerships.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous 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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Monthly Faculty Meetings	7	37	All Academic Subjects
2	Presentation of SIP & PFEP	1	37	Review of SIP & PIP, as well as expectations for academic achievement and parental involvement
3	Title I Program Overview	1	37	Review the Title 1 Program and Services with all staff.
4	Early Release Professional Development Days	6	37	All Academic Subjects

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Timing of Events	School will offer events at different times and platforms
2	Language	More translation of items for families: Connect Ed.; Newsletter; Flyers
3		
4		

Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
1		
2		
3		
4		

**Please submit completed Parent & Family Engagement Plan (PFEP)
to your Title I Office Representative.**

***PFEP must be signed by the Principal and approved prior to
being uploaded into CIMS***

Approval check by PFE	NS
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