

**2020-2021**

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

I, Alicia Douglas, 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.



|  |  |
| --- | --- |
| **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)

Parent & Family Engagement Mission Statement

**Response: When we improve relationships within the school community and stakeholders, we will create an environment of learning that increases the knowledge and academic achievement in all students.**

# 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: Enterprise El**ementary School Advisory Council (SAC) meets monthly. SAC membership is composed of parents, teachers, staff members and community members as well as Enterprise Administration. Members are elected by their respective group and/or appointed by the Principal. The membership must be composed of at least 51% non-school members. The draft of the State School Improvement Plan (including use of funds), the Parent & Family Engagement Plan, and the Parent Involvement budget are presented in draft form to parents at School Advisory Council Meeting in September or October 2019. Parents, teachers and staff are asked to offer suggestions for utilizing these funds. Suggestion forms are offered to all stakeholders so their suggestions are in writing. Parents are notified that Enterprise Elementary is a Title I School at every SAC and PLC meeting.

# 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 1, Part C | Parent support is offered through migrant services such as translation and food assistance programs. Parental support through Parent-to-Kids activity nights and workshops of school success. |
| 2 | Title IX, Homeless | Title IX Coordinator as well as our Guidance Counselor provides services to homeless families to ensure that students have school supplies, community resources and transportation. |
| 3 | Title III | Additional support and resources provided by the school will be discussed with parents during LEP committee meetings. The district ESOL coordinator and staff provide ongoing support and professional development to teachers and paraprofessionals to ensure instruction best practices are utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target interventions/enrichments to ensure the appropriate pathway toward graduation. |
| 4 | Title I, Part A | Supplemental tutoring before or after school. Supplemental materials and supplies needed to close the achievement gap. Supplemental funds for on-going staff development as determined by the results of FSA data. |
| 5 | Title II | The district provides ongoing Professional Development in the core subject areas to ensure quality instruction and student success. |
| 6 | Supplemental Academic Instruction | The district provides remedial instruction resources to students who fail to meet performance levels.  |

# 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 | Develop handouts that address the required documents | Assistant Principal | September, 2020 | Copies of Title I handouts |
| 2 | Develop and disseminate invitations to Title 1 Parent Meetings | Principal | September, 2020 | Flyer/Connect Ed Message |
| 3 | Advertise/publicize event | Assistant Principal | September, 2020 | “School Messenger”, flyers, Marquee sign, social media and announcements |
| 4 | Develop and print sign in sheets | Parent Liaison  | September, 2020 | Sign in sheets for individual classrooms |
| 5 | Maintain Documentation | Assistant Principal | September, 2020 | Title I documentation file housed in main office. Documentation shared with Title I. |
| 6 | Reminder meeting flyer will be sent home with information pertaining to the Annual Title I Meetings | Assistant Principal | September, 2020 | Number of participants, sign-in sheets |
| 7 | Copy of Title I presentation for parents | Assistant Principal | September, 2020 | Number of participants, sign-in sheets |
| 8 | Send home Title I handouts to all parents that did not attend | Assistant Principal | September, 2020 | Number of participants |
| 9 | Enterprise Elementary Annual Title 1 Meeting Event Surveys | Parent Liaison | September 2020 | Survey Results |

# 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: The school will offer a flexible number of meetings to accommodate parents, before, after-school, and evenings. Enterprise will also provide childcare to such activities that are necessary for parents to attend.**

# 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. 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 | A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress. | Administration and grade level PLCs | Improve student achievement | Fall 2020 | Parent Surveys |
| 2 | If requested by parents, opportunities for regular meeting to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to such suggestions as soon as possible. | General Education Teacher | Improve student achievement | ongoing | Parent Surveys |
| 3 | Parent Resource  | Parent Liaison  | Improve student achievement | ongoing | Parent Surveys |
| 4 | Parent volunteer program | Parent Liaison | Improve student achievement | ongoing | Parent Surveys |
| 5 | Mentoring Program | Parent Liaison/Guidance Counselor | Improve student achievement | ongoing  | Parent 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 | Faculty meeting training on volunteer program | Parent Liaison | Improve student achievement | Fall 2020 | teacher survey |
| 2 | Weekly message to Faculty and staff call the “Dream Builders" | Principal | All academic areas/teacher effectiveness | ongoing 2020-2021 school year | teacher climate surveys |
| 3 | Presentation of School Improvement Plan and Parent Improvement Plan | Assistant Principal | Set clear goals for teachers in regards to academic and parental involvement | Fall 2020 | Parent and staff feedback |
| 4 | Growth Mindset | Parent Education Facilitator | Improve Parent/Teacher relationships | Dec 2020 | Exit slips |

  **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:** Convene Title I Meetings, at convenient times, to which all parents shall be invited and encouraged to attend to inform parents of their school's participation in Title I and to explain the requirements of Title I and the right of parents to be involved. Teachers will hold annual conferences with parents to formulate individual education plans for their children. |

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

**Response:** In carrying out the parental involvement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents understand.

Some examples are:

Parent to Kids/Spanish

Conference with translators

Translated newsletters, notes, etc.

School Messenger (Translated)

Registrar Bilingual

# 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 | Title 1 Meeting | 2 | 100 | Involve parents in developing programs to improve parent input |
| 2  | Open House | 1 | 400 | Improve communication with parents will positively impact student success |
| 3 | Meet the Teacher | 1 | 300 | Improve communication with parents will positively impact student success |
| 4 | Science Night | 1 | 400 | Involve parents and students together to increase academic achievement |
| 5 | FSA Parent Night | 1 | 300 | Involve parents in helping their students with the FSA. |

# 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 | Growth Mindset | 1 | 45 | Increase parental involvement will positively impact student success |
| 2 | Parent Resource Room | On going | 200 | Increase student achievement |

 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 | Parents attending meetings | School provide child-care |
| 2 | English language proficiency | Provide translator at all events |
| 3 | Parent availability | Varied event times |
| 4 | Homeless families | School social worker working with families to provide support |

# 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