

## Everglades Elementary School Title I, Part A Parent and Family Engagement Plan 2020-2021

I, **Jenni Ellis**, 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 projects, 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 outlined in ESEA Section 8101;
- ✓ Engage the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for family engagement are spent [Section 1116(b)(1) and (c)(3)];
- ✓ Jointly develop/revise with the family that has custodianship of the student the school parent and family engagement policy and distribute it to parents of participating children and make available the parent and family engagement plan to the local community [Section 1116(b)(1)];
- ✓ Engage parents and family, 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 parent and family engagement policy and the joint development of the school wide program plan [Section 1116(c)(3)];
- ✓ Use the findings of the parent and family engagement policy review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement policy [Section 1116(a)(2)(C)];
- ✓ If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- ✓ Provide to each parent and family 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 and family 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 certified within the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and
- ✓ Provide each parent and family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)(i)(I) and Section 1112(c)(1)(A)(ii)].

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Signature of Principal or Designee

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Date Signed

## Summary of 2019–2020 Family Engagement and Needs Assessment

This process will help your family engagement committee (which includes parents and other stakeholders) make data-driven decisions about plan implementation for the upcoming year.

Family Engagement Fiscal Overview		
Total Parent & Family Allocation for 2019–2020	Total Family Engagement Funds Expended during 2019–2020	Total Family Engagement Funds Remaining
\$2,990.00	\$2,988.50	\$1.50
If you have remaining funds, explain why they were not fully expended?	<b>Answer when you are finished spending for the year</b>	

Building Capacity Summary (2019–2020)		
<u>Family Engagement Data Tracker</u> and <u>APTT Attendance Tracker</u>		
APTT Meetings	324	Only 2 APTT Meetings were conducted due to COVID19.
Annual Title I Meeting	11	Title I Parent Meeting: Parents were provided with information regarding the Title I programs in place at EES.
Trick & Treat Night	447	Parents were provided with an educational trick to support their child from home and students receive a treat.
Holiday Movie Night	198	Parents were provided the opportunity to come to the school site to build relationships with school staff and enjoy a movie and refreshments.
Only activities that were included in your school's 19–20 Parent and Family Engagement Plan have been listed. If an activity wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.		

Staff Family Engagement Training Summary (2019–2020)		
Name of Training (add all trainings from the 19–20 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this training session was successful? Include data and/or survey results)
PLCs	38	Administration and Reading Coach provided follow-up and visited classrooms to make sure training was being implemented.
Literacy First PD	38	Administration and Reading Coach provided follow-up and visited classrooms to make sure training was being implemented.
Only training sessions that were included in your school's 19–20 Parent and Family Engagement Plan have been listed. If a training wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.		

## Parent & Family Engagement Plan (PFEP)

**Everglades Elementary School** shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)]

The review and development of the PFEP is held at the end of the school year as an evaluation of your school's family engagement process. This is also an opportunity to connect with parents to start planning for the upcoming school year.

<b>2</b>	<b>Explain the role of parents in the review and revision of the PFEP?</b>	The Parent and Family Engagement Plan will be developed and revised as needed with the input of parents, teachers, staff, and community members.
<b>3</b>	<b>When will your school distribute and explain the 2020-2021 PFEP to parents and family members?</b>	The Parent and Family Engagement Plan will be discussed at our annual Title I planning meeting. A hard copy of the PFEP plan is available in our school office and on our school website.
<b>4</b>	<b>Identify the various formats your school will use to distribute the 2020-2021 PFEP?</b>	The Parent and Family Engagement Plan will be available to parents and families electronically through our school webpage and on Social Media.

**Everglades Elementary School** shall 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children. [Section 1116(c)(3)]

<b>5</b>	<b>Describe how parents participate in developing the family engagement program and activities.</b>	At Open House all parents are offered the opportunity to sign-up as a member of SAC and PTO. We also advertise regularly for parents to join our Parent Involvement Team.
<b>6</b>	<b>Explain the role of parents when developing the schoolwide program.</b>	<p>During APTT meetings parents are given the opportunity to ask questions and share concerns about the instructional programs and student learning.</p> <p>During SAC, PTO, and Annual Title I meetings parents are given the opportunity to ask questions and share concerns about the instructional programs, student learning, and the state of the school.</p> <p>All of the information gathered during these meetings are</p>

		collected and taken into consideration when developing and revising the Parent and Family Engagement Plan.
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## Annual Title I Meeting

**Everglades Elementary School** shall convene an annual meeting, at a convenient time, 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 to be involved. [Section 1116(c)(1)]

7	<b>When and where will the annual Title I Meeting take place?</b>	<p>The Parent Involvement Team at EES meets annually to develop the Parent and Family Engagement Plan. The team continues to meet throughout the year to discuss Parental Involvement events and happenings. The team also revises the Parent and Family Engagement Plan as needed.</p> <p>The Annual Title I Meeting takes place each year in the fall.</p>
8	<b>How will parents be notified about the annual Title I meeting?</b>	<p>Parents are notified of the Annual Title I Meeting through advertisements posted on Facebook, in our weekly parent newsletter, by Skylert Message, and printed flyers.</p> <p>Student performance data is shared with parents at all APTT meetings. Parents are given the opportunity at this time to ask questions about their child's performance.</p> <p>Progress reports and report cards are sent home with students each quarter where teachers include comments about student performance.</p> <p>State assessment data and iReady diagnostic 3 data is shared with parents when report cards are distributed in the summer.</p>
9	<b>Who is responsible for conducting the annual Title I meeting?</b>	The Principal and Assistant Principal

## Flexible Meetings

**Everglades Elementary School** shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. [Section 1116(c)(2)]

10	<b>Describe the types of meetings your school will offer parents.</b>	Multiple APTT meetings are scheduled throughout the school year at varying dates and times. MTSS and IEP Meetings are also scheduled at the convenience of the parent. The Annual
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		Title I meeting will be scheduled in the fall.
11	<b>Describe the flexible meeting schedule your school will offer parents.</b>	Parents are provided the opportunity to schedule parent conferences with teachers before, during, and after school.
12	<b>How will your school assist with transportation, childcare, or home visits when requested?</b>	Administration assists with home visits and transportation as needed.

## Communication

**Everglades Elementary School** shall provide parents of participating children—

- A. timely information about programs under this part;
- B. 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 standards; and
- C. 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)]

13	<b>Describe how your school will provide timely information to parents about Title I, Part A programs and activities throughout the school year?</b>	The EES Student Handbook is included in all student agendas. Teachers send home weekly newsletters that include information regarding APTT dates and times, standards taught, and homework information. All newsletters are sent home in Spanish and English.
14	<b>List the tools and resources you will use to provide timely information to parents about Title I, Part A programs and activities throughout the school year.</b>	The school sends home weekly Monday Memo's that outline important events and happenings at the school. There are also links to educational resources that parents can access at home to assist their child. The Monday Memo is also sent out via a ConnectED phone call that goes out on a weekly basis. Parents receive communication through newsletters, Monday Memo's ConnectEd phone calls, Facebook updates, EES Webpage, flyers, and school marquee.
15	<b>Give a description and explanation of the curriculum used at your school.</b>	The reading curriculum utilized at EES is Pearson ReadyGEN; the math curriculum is ReadyMath. Pearson Elevate is utilized for Science; and Social Studies uses Pearson My World.
16	<b>Give a description and explanation of the forms of assessment your school uses to measure student progress.</b>	Assessments are included with the core curriculums. In addition students take the iReady Diagnostic assessment three times per year. Students in grades 2 – 5 take Standards Mastery assessments. Students in grades 3 – 5 take the Florida Standards Assessment (FSA) in reading and math.

17	<b>Give a description and explanation of the achievement levels students are expected to obtain.</b>	For statewide assessments students are expected to earn a proficiency level 3 or higher.
18	<b>What decision-making opportunities are available for parents at your school?</b>	Parents are invited to provide input in the development of our school improvement plan, the development of our PFEP and invited to participate in all school advisory council and PTO meetings.
19	<b>How will the school communicate opportunities for parents to participate in decision-making?</b>	The school will provide meeting dates and times on Facebook, in the weekly parent newsletter that is sent by email and posted on the school website, and through Skylert messages.

If the schoolwide 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 educational agency. [Section 1116(c)(5)]

20	<b>Briefly describe how and when the schoolwide program plan is explained to parents. Also, how will your school address unsatisfied parents?</b>	Parents are given information about and asked for input in the development of our PFEP and School Improvement Plan. EES encourages parents to provide meaningful feedback in the development of our PFEP and School Improvement Plan.
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## Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **Everglades Elementary School** shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children. [Section 1116(e)(1)]

21	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	Open House	At Open House, parents are encouraged to become involved in PTO, SAC, and Parent Involvement. Parents are also provided information about the educational programs in place at EES.	Parents are encouraged to join our PTO, SAC, and Parent Involvement teams. Parents are given information about our educational and online programs.
	APTT Meetings	Various educational resources relating to reading and math instruction are provided for parents at APTT meetings.	During APTT meetings parents are provided with various instructional resources and strategies to use at home to help their child academically. In addition, during

		APTT meetings teachers model and provide examples for parents of how to support their child educationally from home.
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**Everglades Elementary School** shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement. [Section 1116(e)(2)]

22	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	APTT	Various educational resources relating to reading and math instruction are provided for parents at APTT meetings.	During APTT meetings parents are provided with various instructional resources and strategies to use at home to help their child academically. In addition, during APTT meetings teachers model and provide examples for parents of how to support their child educationally from home.

**Everglades Elementary School** shall educate teachers, specialized instructional support personnel, principals, and other school leaders, 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 the school. [Section 1116(e)(3)]

23	Name of Activity	List activities (such as book studies, PLCs focusing on family engagement, on-site PD, training venues)	Describe the role of parents when developing training sessions
	PLCs	During PLCs teachers are provided with information on research and best practices for communicating with parents. Teachers are trained on how to support parents on the educational process from home.	Parents are surveyed multiple times throughout the year. Parent input is requested at all staff and PTO meetings which take place quarterly.

**Everglades Elementary School** shall to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, including but not limited to, other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. [Section 1116(e)(4)]

24	Name of Program	List examples of coordination and integration with other programs (examples of coordination)
	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP



Title I, Part C	Migrant Advocates – Services include translation, home visits, referrals to outside agencies, ensuring parents attend all school based family engagement and academic progress meetings
Title IV, Part A	<ul style="list-style-type: none"> <li>• Ripple Effects Professional Development for guidance counselors, new administrators and mental health counselors</li> <li>• Agriculture Program (transportation, materials, field trip and supplies)</li> </ul>

**Everglades Elementary School** shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. [Section 1116(e)(5)]

25	<b>How will your school share information in a format and language that parents and families can understand?</b>	Everglades 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 located in the front office and copied upon parent request. 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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26	<b>What languages are spoken by the families and students in your school?</b>	English, Spanish
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**Everglades Elementary School** shall provide such other reasonable support for family engagement activities as parents may request. [Section 1116(e)(14)]

27	<b>Family Engagement Program or Service</b>	<b>Describe other types of PFE programs or services provided by the school or frequently requested by parents and families</b> (such as: high school equivalency programs, English classes, access to computers)
	Trick and Treat Night	Parents are provided with an educational trick to support their child from home and students receive a treat.
	Holiday Movie Night	Parents are provided the opportunity to come to the school site to build relations with school staff and enjoy a movie and refreshments.
	Science Night	Parents and students are given the opportunity to conduct various standards based science experiments. Parents are also provided information regarding the statewide FCAT science assessment and the science standards assessed.
	Kick-off to Summer Event	Parents are provided resources and instructional materials to use during the summer months at home. Parents are also provided information regarding how to limit summer learning loss.
	Book Tour	The EES Book Tour takes place as a kickoff to literacy week. The purpose of the EESBook Tour is to encourage and promote literacy at home.



## Barriers

Identify barriers that hindered the participation and involvement of parents and family members during the 2019–2020 school year (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). Then, describe the steps that will be taken during the 2020–2021 school year.

28	Barrier	Steps to Overcome the Barrier
	Some barriers that hinder parent involvement and attendance at school events include parent work schedules, transportation, and limited English proficiency.	In an effort to overcome these barriers, EES will offer parent involvement activities on a variety of dates and times. An effort will be made to have interpreters available at all parent involvement events and activities.

## Title I Family Engagement Survey Results

Using your 2019–2020 Title I Family Engagement survey results, choose a minimum of two (2) questions to address during the upcoming school year. [19–20 EES FE Survey Results \(ENGLISH\)](#)

29	Topic	Question #	Actions, Activities, and Evidence of Effectiveness
	Communication	23	Many parents reported on the 19–20 FE Survey that they prefer text messages for the primary mode of communication. Our goal for the 20–21 school year will be to include text messaging through Remind for all parents and families.
	Parent Input	11	Many parents reported on the 19–20 FE Survey that they were not aware they could provide input into the development of the PFEP, Parent–Student–Teacher Compact, and SIP. Our goal for the 20–21 school year will be to incorporate communication with parents that makes this process easy to understand. We plan to do this through quick, easy to understand videos that explain a parent’s role in the development of these plans.

## Evidence of Parent & Family Input in the Development of the Plan

Upload Parent–School Compact to your [school FE Folder](#).

Upload Evidence of Parent Involvement in Development of Parent-School Compact to your [school FE Folder](#).

Upload Family Engagement meeting sign-in sheets, agendas, minutes, invitations to parents, etc. to your [school FE Folder](#).

- ★ **Note:** As a component of the school-level family engagement policy/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.
- ★ **NEW:** Compacts must be discussed and signed during parent-teacher conferences (**only applies to elementary**).
- ★ **NEW:** Compacts must be signed by all parties (**applies to elementary, middle and high**).