



Welcome, John Canter!
Greenacres Elementary (0631)

DASHBOARD
(HTTPS://APPS.PALMBEACHSCHOOL

+ CNA

ACTION STEPS (ACTIONS)

- PFEP

✓ MISSION STATEMENT
(PFEPSTEP1)

✓ INVOLVEMENT OF
STAKEHOLDERS (PFEPSTEP2)

✓ ANNUAL MEETING
(PFEPSTEP3)

✓ STAFF TRAININGS
(PFEPSTEP4)

✓ PARENT TRAININGS
(PFEPSTEP6)

✓ COORDINATION AND
INTEGRATION (PFEPSTEP8)

✓ COMMUNICATION
(PFEPSTEP9)

✓ ACCESSIBILITY (PFEPSTEP10)

✓ OTHER ACTIVITIES
(PFEPSTEP11)

✓ UPLOADS (PFEPSTEP12)

+ COMPONENTS

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Help

Mission Statement for Parent and Family Engagement

Create one statement that communicates the vision for parent and family engagement in a motivating way. The mission statement should:

- reflect the beliefs or values the school holds regarding the importance of family engagement;
- explain the purpose of the school's Parent and Family Engagement Plan;
- be written in parent-friendly language; and
- inspire stakeholders to be engaged and supportive of the program.

Mission Statement

Success is a partnership, and Greenacres Elementary School recognizes the importance of forming a strong partnership with families and community members in order to positively impact the students in our school. To ensure that students become literate, productive, and responsible citizens, Greenacres Elementary School will empower parents and families to support their children's cognitive and social-emotional development by strengthening these partnerships through support and training. It is our goal to fully meet the needs of the whole child, therefore, we must develop practices and strategies that will engage families and the community, creating a strong partnership between the home and school that fosters communication and shared responsibility.

To encourage and promote effective parent and family involvement, the staff at Greenacres Elementary will encourage families and community members to:

- participate in shared decision making on an advisory committee to determine how Title I funds are spent;
- volunteer at school events;
- attend academic trainings and workshops to strengthen learning at home; and
- engage in learning activities at home.

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Help

Involvement of Stakeholders for Parent and Family Engagement

Describe how the school will engage stakeholders (parents, families, school personnel, District staff and community) in the planning, development, review, implementation and improvement of the Title I Schoolwide Plan. Include decisions regarding how funding will support parent and family engagement. All SAC meetings should have Title I as a standing agenda item and discussion of such is reflected in the minutes to ensure compliance is met. (Note: Evidence of stakeholder input during the CNA process is available in the CNA Launcher.)

1. List the name and title for each member/stakeholder responsible for the development and the implementation of the CNA, SWP, PFEP and School-Parent Compact.

Name	Title	
Deborah McNichols	Principal	X
Debbie Harnois	Assistant Principal	X
Lauren Denis	Math Coach	X
Susan Baran	Reading Coach	X
Elizabeth Bare	SSCC	X
Jennifer Kirby	Parent and SAC Member	X
Michele Wells	SAC Chair	X
David Yescavage	Business Partner	X
Add New Row		

2. What are the procedures for selecting members representing all stakeholders? Describe the process for selecting members.

Stakeholder meetings were scheduled and held: Leadership Meeting, SAC Meeting, Faculty Meeting, Parent Meeting. All stakeholders were invited via flyers to attend meetings to develop the Comprehensive Needs Assessment (CNA), School-wide Plan (SWP), Parent-School Compact, and Parent Family Engagement Plan (PFEP). Personal invitations were sent and phone calls made to some parents and teachers to represent very specific subgroups (ESE, ESOL). All faculty were encouraged to attend the parent meeting as well as the faculty meeting. Parent Link calls were also made to all families to advertise the stakeholder meeting.

3. How will stakeholders be involved in jointly developing the Schoolwide Plan (CNA/SWP/PFEP)? Include details of meeting dates and times.

Meetings were held on the following dates:
Leadership meeting - 2/26/20; Faculty meeting - 3/4/20; Parent meeting - 3/5/20; SAC Meeting - 3/11/20

At all stakeholder meetings, data was presented and analyzed. Discussion included needs assessment statements, root causes, possible solutions, and opportunities for support to increase reading and mathematics achievement. Stakeholders provided suggestions and comments to strengthen the school-parent compact and PFEP. Ways to support parent and family engagement was also discussed as well as professional development in literacy for teachers.

4. How did stakeholders provide input as to how Title I funding will support parent and family engagement? Include the outcome.

Stakeholders suggested an increase in parent trainings in reading and mathematics and parent trainings that focused on strategies and tools for parents to use with children at home. They also suggested holding parent trainings in the evening and providing child care during the meetings.

5. List the name and title for each member/stakeholder responsible for ongoing monitoring of the implementation of SWP and PFEP.

Name	Title		Upload monitoring evidence (monthly SAC meetings, other)
Debbie Harnois	Assistant Principal	X	Attach File Choose File No file chosen
Deborah McNichols	Principal	X	
Add New Row			

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Title I Annual Parent Meeting

Help

All parents and families are invited and encouraged to attend the Title I Annual Meeting, at a convenient time, to learn about the school's Title I programs, requirements and the rights of Title I parents.

Describe the steps the school will take to conduct an effective Annual Meeting. The meeting should inform parents about:

- What it means to be a Title I School;
- The school's Title I Schoolwide Plan;
- Parent and Family Engagement Plan, including the School-Parent Compact;
- Special programs such as Migrant Education and McKinney-Vento;
- Parent's Right-to-Know; and
- Other opportunities for parents.

Brief Narrative

1. What is the actual date, time and location of the Annual Meeting?

The FY21 Title I Annual Meeting will be recorded and posted on the Greenacres Elementary website (<https://grne.palmbeachschools.org/>) on or before October 23, 2020.

2. How will you notify parents, teachers and the community of the Annual Meeting? Be specific (school website, marquee, call-out, newsletter, invitations, etc.).

Stakeholders will be notified of the posting of the Title I Annual Meeting by posting a flyer/invitation on each teacher's google classroom, posting on the school website, and by call-out.

3. What resources will be prepared for the Annual Meeting? List materials or supplies needed to host the meeting.

Agenda, Powerpoint, computer (camera and microphone)

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Help

Staff Trainings for Parent and Family Engagement

Describe the professional development trainings you will provide to build the capacity of teachers and other support personnel to understand the value and contribution of parents/families, build ties between parents and school staff, effectively reach out to, communicate with and work with families as equal partners in order to improve student achievement.

Staff Training for Parent and Family Engagement #1 (PFEPStep4)			Reflection/Evaluation of Training #1 (PFEPStep5)			
Name of Training	What specific strategy, skill or program will staff learn to implement with families?	What is the expected impact of this training on family engagement?	What will teachers submit as evidence of implementation?	Month of Training	Responsible Person(s)	File Attachments
Communication and Engagement	Teacher will be able to work collaboratively to provide strategies for effective parent conferences, communication, and family engagement.	To increase parent engagement as a result of increasing parent-teacher communication and positive relationships.	Evaluation	November 2020	Debbie Harnois	<div>Attach File Choose File No file chosen</div>
Staff Training for Parent and Family Engagement #2 (PFEPStep4)			Reflection/Evaluation of Training #2 (PFEPStep5)			
Name of Training	What specific strategy, skill or program will staff learn to implement with families?	What is the expected impact of this training on family engagement?	What will teachers submit as evidence of implementation?	Month of Training	Responsible Person(s)	File Attachments
Improving Parent Engagement	Teachers will be able to work collaboratively to provide ideas to help the school increase family engagement for the upcoming school year.	To increase parent engagement and the home-school partnership	List of strategies Evaluation	February	Debbie Harnois	<div>Attach File Choose File No file chosen</div>

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Help

Parent and Family Building Capacity Trainings

Describe the trainings you will offer parents and families that will build their capacity to support learning at home to improve student academic achievement. Trainings must focus on skills that parents and families can use to extend learning at home, support students in meeting challenging state standards and monitor their child's academic progress.

Parent and Family Capacity Building Training #1 (PFEPStep6)				Reflection/Evaluation of Training #1 (PFEPStep7)			
Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP:
Literacy Strategies for Working with Your Child at Home	To support student learning at home, parents will be able learn some strategies to help their children with literacy (reading and writing) activities in the home.	Parents will engage in reading and writing games and activities.	To increase student achievement in literacy.	December 2020	Debbie Harnois Reading Coach	Informational handouts; reading and writing games; parent evaluations; pens; computer; translation devices; sign-in sheets	<div><input type="radio"/> Yes <input checked="" type="radio"/> No</div> <div>Amount \$0.00</div> <div><div>Attach File</div><div>Choose File No file chosen</div><div>File Attachments - All photos require captions.</div></div>

Parent and Family Capacity Building Training #2 (PFEPStep6)				Reflection/Evaluation of Training #2 (PFEPStep7)			
Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP:
Math and Science Night	To support student learning at home, parents will be able to learn some strategies to help their children with math and science	Parents will engage in math and science games and activities.	To increase student achievement in mathematics and science.	March 2021	Debbie Harnois Math Coach Science Contact	Informational handouts; math and science activities and games; parent evaluations; pens; sign in sheets; translation devices; computer/technology	<div><input type="radio"/> Yes <input checked="" type="radio"/> No</div> <div>Amount \$0.00</div> <div><div>Attach File</div><div>Choose File No file chosen</div><div>File Attachments - All photos require captions.</div></div>

Parent and Family Capacity Building Training #3 (PFEPStep6)				Reflection/Evaluation of Training #3 (PFEPStep7)			
Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP:
							<div><input type="radio"/> Yes <input checked="" type="radio"/> No</div> <div>Amount \$0.00</div> <div><div>Attach File</div><div>Choose File No file chosen</div><div>File Attachments - All photos require captions.</div></div>

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Help

Coordination and Integration for Parent and Family Engagement

Describe how your school collaborates with other federal programs, District departments, the business community, library systems and other governmental and non-governmental organizations to provide integrated parent and family engagement opportunities. Identify the three (3) **most relevant agencies/organizations that support your school's parent and family engagement goal.**

Partnership #1				
Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency	File Attachments
Elks Club	The Elks Club partners with the school to provide basic school supplies and food for our annual food drive.	Thank you letter	As needed	Attach File

Partnership #2				
Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency	File Attachments
Palm Beach County Sheriff's Office (PBSO)	PBSO provides bullying education to our students, collaborates with the school for Shop with a Cop, as well	Thank you letters	Yearly; as needed	Attach File

Partnership #3				
Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency	File Attachments
Back to Basics	Back to Basics provides uniforms to our school community for students in need.	Thank you letters	As needed	Attach File

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Help

Communication

After reflecting on the stakeholder input meeting, training evaluations and analysis of events, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information.

1. Describe how school will provide parents and families with timely information about the Title I programs, meetings and other activities in a format and language parents can understand. Consider Title I programs such as tutoring, mentoring, parent/family trainings.	List evidence that you will upload based on your description.	File Attachments
Marquee; newsletters; SAC meetings; school website; letters/flyers; call outs; Annual Meeting	Copies of newsletters, SAC minutes, flyers, sign-in sheets, pictures	📎 Attach File
2. Describe how school will inform parents about the curriculum and proficiency levels students are expected to meet.	List evidence that you will upload based on your description.	File Attachments
SAC meetings; curriculum nights; report cards; parent-teacher conferences	Parent-teacher conference forms; sign-in sheets; SAC minutes	📎 Attach File
3. Describe how school will inform parents about forms of academic assessments used to measure student progress and achievement levels of State academic standards.	List evidence that you will upload based on your description.	File Attachments
Curriculum night; SAC meetings; report cards; school website; parent-teacher conferences	Parent-teacher conference notes; sign-in sheets; pictures; SAC minutes	📎 Attach File
4. Describe how school will inform parents about opportunities to participate in decision-making related to the education of their children.	List evidence that you will upload based on your description.	File Attachments
Newsletters/calendars; flyers/invitations; call-outs; SAC meetings; parent-teacher conferences	Parent-teacher conference notes; sign-in sheets; SAC minutes	📎 Attach File
5. Describe how the school will offer flexible meeting dates and times or trainings, activities and events to remove barriers for attendance.	List evidence that you will upload based on your description.	File Attachments
Trainings will be held in the early morning when parents drop off children or in the evening after working hours. Trainings will be held virtually, recorded, and posted to google classrooms and the school website so parents who are not able to attend can view the trainings on their own time. Children attending trainings with parents will be provided with an activity to engage such as going on the computer, while their parent participates in the training.	Sign in sheets; photos of postings; handouts; links to recordings; photos of event	📎 Attach File

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Accessibility

Help

It is important to address barriers that hinder families' participation in activities. After considering information gathered at your parent input meetings, describe how you ensure parents and families in the special categories below are able to fully participate in school meetings, trainings, activities and events.

Describe the accommodations the school will provide for each subgroup of parents listed below.

1. Parents and families with limited English proficiency	List evidence that you will upload based on your description.	File Attachments
Community Language Facilitators (CLFs); translation devices; translated documents in English, Spanish and Creole	Copies of invitations/handouts in various languages	<div>Attach File</div>
2. Parents and families with disabilities	List evidence that you will upload based on your description.	File Attachments
Request assistance from the District ESE department for sign language interpreters and assistive devices as needed. The school is also equipped with ramps and is handicap accessible.	Photos	<div>Attach File</div>
3. Families engaged in migratory work	List evidence that you will upload based on your description.	File Attachments
Use of the CLFs and bilingual counselor. Offer flexible meeting times (conferences, trainings, events) and remove barriers as they arrive to make migrant families feel welcome at our school. Home visits will be conducted as needed.	CLF and bilingual counselor notes; meeting agendas/invitations	<div>Attach File</div>
4. Families experiencing homelessness	List evidence that you will upload based on your description.	File Attachment
Guidance Counselor will be the liaison between McKinney Vento Program and the family. Offer flexible meeting times (conferences, trainings, events) and remove barriers as they arise to make the homeless families feel welcome at our school. Families will also receive flyers/reminder notices for meetings and or events, and robo calls to ensure they are offered participation at school events.	Documentation from guidance counselor making contact with families; meeting invitations/agendas	<div>Attach File</div>

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Other Activities (Optional)

Help

List other activities, including additional parent and family trainings, which are planned to strengthen parent and family engagement at your school. Title I funds may not be used to purchase food for these activities.

Activity #1

Name of Activity	Brief Description
Literacy Night	Provide literacy information to parents to prevent summer slide.

Activity #2

Name of Activity	Brief Description
Multicultural Night	Celebration of all cultures within the school community.

Activity #3

Name of Activity	Brief Description

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2020-2021 Uploads

CNA meetings documentation for FY 2021 SWP Development is available under the CNA Launcher.

Draft 2021 School-Parent Compact (September 30th, 2020)

File Attachments

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