

**MEADOWBROOK ELEMENTARY**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2020-2021**

**Mission Statement**

Meadowbrook Elementary School's mission and purpose is to be a part of a highly qualified and motivated team that will promote maximum student achievement in a healthy, nurturing environment.

**Engagement of Parents and Families**

***Meadowbrook Elementary** will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs 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's program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].*

Parents will be invited and encouraged to become active members of the School Advisor Council (SAC). At the SAC meetings, parents will be provided information regarding the School's Title I allocation (inclusive of parent involvement allotments) Parents will be allowed to provide 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 parents, staff and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program.

**Coordination and Integration**

***Meadowbrook Elementary** will coordinate and integrate parental involvement 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 (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].*

Count	Program	Coordination
1	Headstart	Head Start pre-kindergarten teachers will conduct two home visits, two conferences, and hold parent meetings to discuss specific learning needs of students, academic progress, how to help students at home and how to address various health needs
2	Individuals with Disability Education Act (IDEA)	Supplemental instructional support provided by the school will be discussed with parents during the development of the students' IEP

## Annual Parent Meeting

**Meadowbrook Elementary** will take the following actions to convene an annual meeting, 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 engaged. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Open House; Annual Public Title I Meeting	1 <sup>st</sup> week of the school year	Mapp, K., Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success</i> .	Flyer, Agenda, Sign-in Sheets, Newsletter, Schoolwide Website, Parent Link Report, Debrief meeting
Announcement (Marquee, Newsletter and Parent Link)	Beginning week of school and progressing depending upon events	<i>Strengthening Families, Center for the Study of Social Policy (2015)</i> . Retrieved from <a href="http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12Strong-Families-Brochure_ADA.pdf">http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12Strong-Families-Brochure_ADA.pdf</a> .	Email/ Request forms, Parent Link Reports
Develop Agenda and Sign in sheets	Beginning week of school and progressing depending upon events	<i>Strengthening Families, Center for the Study of Social Policy (2015)</i> . Retrieved from <a href="http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12Strong-Families-Brochure_ADA.pdf">http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12Strong-Families-Brochure_ADA.pdf</a> .	Agenda, Sign in sheets

## Flexible Parent Meetings

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

Meadowbrook Elementary will schedule meetings to be held at various times during the day or evening to better accommodate parents. Our school will hold a Teams meeting for parents at each grade level to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revision of the school's Title I Plan. Teachers will hold Teams conferences individually with parents of children. Parents will be given a summary of the students' test scores and an explanation of the interventions that teachers are using to assist the child in reading achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school parent efforts and explanation of classwork and grading procedures. The school will offer parents a special academic trainings each year to provide an explanation of statewide assessment systems, standards, and other accountability measures.

## Building Capacity

**Meadowbrook Elementary** will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide

materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Literacy Night	November /December	Standard based information (LAFS) The results show that the parental models most linked to high achievement are those focusing on general supervision of the children's learning activities. The strongest associations are found when the families have high academic expectations for their children, develop and maintain communication with them about school activities, and help them to develop reading habits. Parental involvement on student academic achievement: Castro, Exposito, Martin., Journal Ed Rev, Jan, 2015	Flyer, Agenda, Sign in sheets, School and Student data
FSA Night	February	Standard based information (LAFS/MAFS and NGSSS) <i>The Annie E. Casey Foundation (2016). Engaging Parents, Developing Leaders: A Self-Assessment and Planning Tool for Non- profits and Schools. Retrieved from <a href="http://www.ecf.org/m/resourcedoc/AECF-EngagingParentsDevelopingLeaders-2016.pdf">http://www.ecf.org/m/resourcedoc/AECF- EngagingParentsDevelopingLeaders-2016.pdf</a>.</i>	Flyer, Agenda, Sign in sheets
Math Night	January	Standard based information (MAFS)	Flyer, Agenda, Sign in sheets

## Staff Training

**Meadowbrook Elementary** will offer the following training to educate teachers, specialized instructional support personnel, principals, 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 schools [Section 1116(e)(3)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Value of parental involvement. Tips will be added to website that include information of the value of parental involvement	Throughout the school year	Improve the ability to work effectively with parents by providing examples of best practices of parental involvement	Website
Communicating and working with parents	September	<i>Mapp, K., Carver, I and Lander, J (2017). Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success.</i>	Agenda, Sign in sheets
Social Emotional Training	September	Provide information to staff on social emotional learning to increase awareness social behavior	Agenda, Sign in sheets

## Other Activities

**Meadowbrook Elementary** will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the

*education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].*

The school's Title I Liaison will inform parents of services and events available through flyers and parent meetings.

## **Communication**

**Meadowbrook Elementary** will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *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 standard; and [Section 1116(c)(4)(B)];*
- *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)(C)]; and*
- *If the school-wide 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 education agency [Section 1116(c)(5)].*

Meadowbrook will provide information about Title I programs in a timely manner, using various methods of communication (parent trainings, marquee, parent link and meetings). Information about Title I programs, academic programs (ASP), state standards and forms of academic assessments will be shared with parents during Open House/Title I information Meeting, parent conferences, and any other time a parent requests such information. Classroom teachers will explain and discuss the school's curriculum and assessments used to measure student progress during Open House. Title I Liaison, teachers, and administration will explain Title I programs and opportunities to ask questions to help in their understanding of all items discussed at the Annual Title I Public Meeting. FSA assessment data will be share along with status of AYP through school website, SAC meetings and parent trainings.

## **Accessibility**

**Meadowbrook Elementary** will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

Meadowbrook will provide the School Parent and Family Engagement Plan in English, Spanish and Haitian Creole. Parents will be sent notification of the plan in the school's website and made available in the front lobby of the school. All correspondences regarding parent meetings will be created in the aforementioned languages and distributed to parents increase participation. Translators will be available at all parent meetings and made available when needed.

### **School-Parent Compact**

As a component of the school-level parent involvement plan, 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 [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

### **Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 08/27/2020 and will be in effect during the 2020-2021 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2020.

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***Signature of Principal***

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***Date***

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***SAC Chairperson***

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***Date***