

# Horizon Elementary School-Level Parent and Family Engagement Plan (PFEP) 2020-2021

## Mission Statement

Horizon Elementary  
Every Child, Every Day, What Ever It Takes!

## Engagement of Parents and Families

*Horizon 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)].*

Horizon Elementary will schedule meetings to be held at various times during the day or evening to better accommodate parents. Our school will hold an orientation 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 revising of the School's Title I Plan. Teachers will hold conferences individually with parents of children in their classrooms. 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 reaching 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 explanations of homework and grading procedures. The school will offer parents a special workshop each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy training nights where childcare will be provided.

## Coordination and Integration

*Horizon 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	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction support provided by the school will be discussed with parents during the development of the students IEP.
2	VPK	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.
3	Title III (ESOL)	Materials provided by the ESOL department will be utilized to increase student achievement for this subgroup. Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.
4	Title VI (Homeless)	Teachers and staff members are responsible for helping to identify homeless students and referring them to the Homeless Education Program offered by the district. Once identified, the guidance counselor and school social worker will work to provide these families assistance.

## Annual Parent Meeting

*Horizon 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
Annual Public Meeting held at first SAC Meeting	One meeting 09/17/20	Mapp, K., Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success</i>	The number of parents that attend the SAC Meeting. Agenda, minutes/notes and sign-in sheets.
Monthly follow up at SAC meetings	Monthly		The number of parents that attend the monthly meetings



School-wide newsletter	Monthly		Available on school website
Title 1 Board (Up Coming Events), Utilize the School's web site & First day student packet	Ongoing		The number of parents that participate in the title 1 trainings. The number of forms signed and returned and by the number of hits on the site

## Flexible Parent Meetings

*Horizon 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)].*

Horizon Elementary will schedule meetings to be held at various times during the day or evening to better accommodate parents. Our school will hold a SAC Meeting for parents at to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan. Teachers will hold conferences individually with parents of children in their classrooms. 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 reaching 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 explanations of homework and grading procedures. The school will offer parents a special workshop each year to provide an explanation of statewide assessment systems, standards, and other accountability measures.

## Building Capacity

*Horizon 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)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
iReady Parent Orientation Meeting	One meeting	Visit this iReady website: <a href="https://i-readycentral.com/articles/engaging-families/">https://i-readycentral.com/articles/engaging-families/</a>	Flyer, Agenda, Sign-in Sheets
Literacy Night	One meeting	Visit this website: <a href="https://www.verywellfamily.com/parents-and-teachers-working-together-620922">https://www.verywellfamily.com/parents-and-teachers-working-together-620922</a>	Flyer, Agenda, Sign-in Sheets, Evaluation Forms
Parent Meeting on Curriculum & Instruction	One meeting		Flyer, Agenda, Sign-in Sheets, Evaluation Forms
Parent Meeting on the new B.E.S.T. Standards	One meeting		Flyer, Agenda, Sign-in Sheets, Evaluation Forms

## **Staff Training**

*Horizon 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)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
Information will be provided to teachers that include information on the value of parental involvement.		<i>Strengthening Families, Center for the Study of Social Policy (2015). Retrieved from <a href="http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12/Strong-Families-Brochure_ADA.pdf">http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/2017/12/Strong-Families-Brochure_ADA.pdf</a></i>	Agenda Sign-in Sheets Evaluation/ Feedback Forms
Communicating and working with parents			Agenda Sign-in Sheets Evaluation/ Feedback Forms

Building Ties Between home and school			Agenda Sign-in Sheets Evaluation/ Feedback Forms
Cultural sensitivity		<i>A Framework for Understanding Poverty</i> , 4 <sup>th</sup> Edition, Ruby K Payne	Agenda Sign-in Sheets Evaluation/ Feedback Forms

## Other Activities

*Horizon 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)].*

Title I Mobile Unit Visits - Request District's Title I Mobile Unit, Title I Parent Resource sources - Inform Parents of the available resources, School's Parent Resource Center - Establish Location Resources (Computer, table and chairs, instructional materials)

## Communication

*Horizon 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)].*

Horizon Elementary will provide information about Title I programs. This information will be provided in a timely manner, using various methods of communication (newsletter, website, meetings). Information about Title I programs and academic programs (FL Standards, New B.E.S.T. Standards, Grade Level Expectations), and forms of academic assessment will be shared with parents during Open House/Title I Annual Public Meeting, parent conferences,



any other time a parent requests such information. Classroom teachers will explain and discuss the school's curriculum, the B.E.S.T./FL Standards and types of assessments used to measure student progress during Open House. Title I teachers and administration will explain Title I programs and opportunities at the Title I Annual Public Meeting.

Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the Annual Title I Public Meeting. Parents who qualify will be notified of school choice options and Supplemental Educational Services (SES) tutoring options during the school year. FSA/FCAT Assessment data will be shared along with status of AMO through the school newsletter and on the school website.

Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the SAC meetings, parents will be provided information regarding the school's Title I Allocation (inclusive of professional development and 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.

Ways of Communication:

Public Meeting Flyer

Marquee and Parent Link

Develop Agenda and Sign-In Sheets

Title 1 Open House

Flyers

School Website

## **Accessibility**

*Horizon 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)].*

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

### **School-Parent Compact**

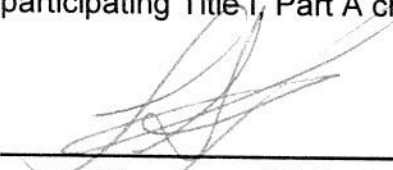
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

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

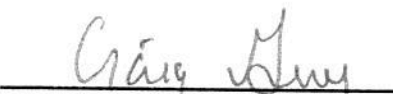
### **Adoption**

This School Parent Family Engagement 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 September 17, 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**

9/29/2020  
\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**SAC Chairperson**

9/29/2020  
\_\_\_\_\_  
**Date**