## SCHOOL Title I, Part A Parent and Family Engagement Plan (PFEP)

I, Troy Thompson, principal of Lamarque Elementary, 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 outlined in ESEA Section 8101;
* Involve the parents/families 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/families the school parent and family engagement plan and distribute it to parents of participating children and make available the parent and family engagement plan to the local community;
* Involve parents/families, in an organized, ongoing, and timely way, in the planning, review, and improvement of the schoolwide program plan;
* Use the findings of the parent and family engagement plan review to design strategies for more effective parent/family engagement, and to revise, if necessary, the school’s parent and family engagement plan;
* Provide to each family 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 or has been taught for four (4) or more consecutive weeks by a teacher who is out of field; 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. [ESEA Section 1116].

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement**

*(Include: How parent and family engagement plan is shared responsibility. How parent and family engagement will assist in providing high quality instruction for all learners.)*

**Response:**

The mission of Lamarque Elementary School is to prepare students to achieve the highest learning standards by providing a challenging curriculum that meets individual student needs and promotes active learning in a technology-rich and collaborative environment by creating a partnership with families and the Lamarque Elementary experience.

**Involvement of Parents**

Describe how the school will engage parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs including engagement in the decisions regarding how funds for Title I will be used.

**Response:**

To engage our parents and families at Lamarque Elementary, we seek their participation and input through our various groups. These groups include members of our School Advisory Council (SAC), Parent Teacher Organization (PTO), Lamarque Volunteers, and Community of Caring (COC) committees.

The School Advisory Council (SAC) includes staff members, parents, community and business partners. This committee is responsible for the development, evaluation, and funding review of school programs. The SAC meetings are advertised through a variety of communication platforms and are opened to all parents. We ask for parental feedback through collaborative discussions, school website and surveys.

Lamarque Elementary offers family trainings virtually that address the following areas: student achievement, progress monitoring, technology integration, social and emotional wellbeing, family health and safety. Families are updated on all school happenings through the Community Outreach Platform, Quarterly school newsletters-Paw Prints. School Marquee, Facebook, and school web pages.

**Coordination and Integration with Other Federal Programs**

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.

[ESEA Section 1116]

**Response:**

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| count | Program | Coordination |
| 1 | ESE Family Events (Virtual)  | ESE family nights will provide families training opportunities to use academic strategies, online technology, school website information and resources to help support their children with varying disabilities at home.  |
| 2 | ESOL Family Events(Virtual) | ESOL family nights will provide training and information, including translators and language support resources, in online technology, school website information, and community programs that help their children at home.  |
| 3 | Family Literacy Events(Virtual) | Literacy Committee members will invite families to participate in literacy focused activities that include presenters, authors and speakers. Materials and resources will be provided by staff members for families to use at home to support their children. |
| 4 | Partners in Learning Orientation- | Parent & Family Engagement Coordinator welcomes and provides support on the many resources and approaches to help their child at home. Springboard to S.T.E.P. and ways parents become partners in learning. This outreach happens with the 1st 2 weeks of school or when a student enrolls at Lamarque. |
| 5 | Family Trainings (S.T.E.P.) | The school will provide families instructional technology family trainings on parent portal, iReady, Reflex math, and literacy strategies. |
| 6 | Math Explorers- Family Trainings | Family event will focus on training parents to assist their child with grade level math standards & skills. All activities for parents are based on data driven interventions for 3rd-5th grade students with a goal toward number sense and problem-solving skills. |
| 7. | S.A.I.L.S (Students Achieving Individualized Literacy Success) Family Trainings | Family event will focus on training parents to assist their child with sight word recognition, increased reading fluency, improved phonics, and phonological awareness skills. All activities for parents are based on data driven interventions for 1 – 2 grades with a goal toward literary success. |

**Annual 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), Adequately Yearly Progress, school choice, and the rights of parents.

**Response:**

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | MYT | Administration | August 2020 | Parent Sign in, Parent Survey |
| 2 | Kindergarten Connection | Administration Kindergarten Team | August 2020 | Parent Survey Feedback |
| 3 | STEP Conferences/ Goal Setting | Teachers | October 2020 | Parent Conference Forms, Student Led conference forms, 4th-5th Grade students feedback. Parent Survey- “School providing ways for me to help my child” |
| 4 | SIP & PFEP Feedback & Input | Administration | September 2020 | Parent Survey FeedbackStudent Advisory Committee – shared, reviewed, approved |
| 5 | Title I Meeting- Resources | Administration | October 2020 | Parent Survey Feedback- Forms Link (Virtual) |
| 6 | Parent Meeting- ESE- Annual | ESE Liaisons | September 2020-May 2021 | Parent Survey Feedback- Forms Link (Virtual) |
| 7 | Parent Meeting- ESOL- Annual | ESOL Liaison |  | Parent Survey Feedback- Forms Link (Virtual) |
| 8 | SIP & PFEP review and update | Administration | March 2021 - April 2021 | Parent Survey FeedbackStudent Advisory Committee – shared, reviewed, approved |
| 9 | STEP Conferences/ Mid-year Checkpoint | Teachers | January 2021 | Parent Conference Forms, Student Led conference forms, 4th-5th Grade students feedback. Parent Survey- “School providing ways for me to help my child” |
| 10 | Understanding the Assessments- Unpacking the FSA | AP Intern | March 2021 | Parent Survey Feedback- Forms Link (Virtual) |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may use Title I funds to provide transportation, child care, or home visits, as such services are related to parent and family engagement.

[ESEA Section 1116]

**Response:**

**Lamarque Elementary believes in providing our families opportunities to provide input into their student’s education and the programs they are involved in. We provide trainings and events that offer resources, ideas, and strategies for families to use with their student at home. Our family engagement events focus on topics that include; instructional technology, literacy skills, math numeracy, STEM fair, social studies/civics, ESOL and ESE activities.**

**We strive to provide events that focus on increasing and supporting student achievement at home. To ensure equal access for all families, we provide foreign language interpreters, paraprofessionals, ESE and other support staff at our family events. We also provide childcare when needed for non-school age siblings. Our family nights often include parental practice of skillsets and a take way resource as a reminder for parents to use. Our school staff uses phone meetings, conference calls, home visits, and flexible meeting times (morning, mid-day, after school) to ensure that parents with challenges can attend on campus meetings.**

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**Building Capacity**

Describe how the school will implement activities that:

* Will build the capacity for strong parent/family engagement;
* Will build relationships with the community to improve student achievement;
* Provide materials and trainings to assist parents/families to work with their child(ren);
* Provide other reasonable support for parent/family engagement activities.

[ESEA Section 1116]

**Response:**

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Partners in Learning- Orientation | Parent Involvement Coordinator | This is a springboard into S.T.E.P. for any newly enrolled students. By connecting new parents to the Portal and many resources for students, they are more likely to use these resources at home. | August 2020-September 2020Within 2 Weeks of enrollment | Parent Survey(In Person or remote)Signing up to Parent Portal |
| 2 | STEP Meetings | Teachers | Additional STEP meetings happen based on stages of the MTSS process. | As needed | Parent Conference forms. |
| 3 | Parent Engagement Programs- Lamarque All Pro Dads | AP Intern | Parents are provided an opportunity to connect with their child at a deeper level. Explore topics such as trust, self-control, etc. Direct support of SEL goals. | December 2020-May 2021 | Parent Survey Feedback- Forms Link (Virtual) |
| 4 | Parent Engagement Programs- ESOL | ESOL Liaison & Teachers | Ongoing support of families bridging language barriers. Improving home-school connection. | September 2020-May 2021 | Parent Survey Feedback- Forms Link (Virtual) |
| 5 | Parent Engagement Programs- ESE | ESE Liaison & ESE Teachers | Ongoing support of families learning barriers. Improving home-school connection. | September 2020-May 2021 | Parent Survey Feedback- Forms Link (Virtual) |
| 6 | Content Area Opportunities- Reading, Math, & STEM | Administration & Committee Chairs | Ongoing opportunity to experience content area events that teacher reading, math & science skills and standards to parents. | September 2020-May 2021 | Parent Survey Feedback- Forms Link (Virtual) |

**Staff Development**

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families in the following areas:

* How to reach out to, communicate with, and work with parents/families as equal partners;
* The value and utility of contributions of parents;
* How to implement and coordinate parent programs; and
* Build ties between parents and schools.

[ESEA Section 1116]

**Response:**

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1. | MYT- Preparations & Best Practices | Administration | Set tone for school year- Outline expectations for the classroom. School readiness. | August 2020 | Parent Survey Feedback & Transportation form- Forms Link (Virtual) |
| 2.  | STEP- Goal Setting & Conferences- “How to share i-Ready data with students and families?” | Administration | Goal Setting Effect Size- 0.68 Students who understand and understand present levels and goal are more likely to achieve those goals. | October 2020 | Staff facilitation of STEP conferences-Student goals sheets- Student-led conference forms. Parent Survey Feedback- Forms Link (Virtual) |
| 3. | Review- Reading Counts & Readers are Leaders- Family Literacy Events | Administration & Literacy Committee | In conjunction with our Annual Title I meet, we are having a Virtual Book Fair highlighting new and exciting books to build student libraries.Students engage in more independent or guided reading at home improving their fluency and comprehension levels. | October 2020 | Staff implementation of Reading Counts to support independent reading at home. |
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| 3. | Review- Family Success Coach & Parent Trainings | Parent Engagement Coordinator & AP InternSupported by District | Parent Involvement Effect Size- 0.50 Parents will participate in sessions such as Mind in the Making & Discipline with Love and Logic | November 2020 | Staff awareness of All Star Family Support opportunities.Parent Survey Feedback- Forms Link (Virtual) |
| 4. | Review- Striving Readers Communication | Administration | Communication with Parent- Sharing the areas student is striving in or needs additional intervention. Ways to help at home. | September 2020January 2021 | CPT with staff to plan for interventions and practice at home.Daily & Weekly Communication between  |
| 5. | Staff Paw Print- Strategies for engaging parents - STEP | Administration | Quarterly Newsletter includes invitations to All Star Family Supports provided by district. Includes resources available at Lamarque and in local community agencies. | October 2020, January 2021, March 2021,May 2021 | Staff assist with designing Newsletter to share reading, math, and SEL strategies being used at Lamarque.Parent Survey Feedback- Forms Link (Virtual) |
|  | Review Strategies for supporting families of students needing ELL supports | ESOL Liaison | Communication with Parent- Sharing the areas student is striving in or needs additional intervention. Ways to help at home. | September 2020- May 2021 | CPT with staff to plan for interventions and practice at home.Daily & Weekly Communication between |
|  | Review Strategies for supporting families of students with special needs. | ESE Liaisons | Communication with Parent- Sharing the areas student is striving in or needs additional intervention. Ways to help at home. | September 2020- May 2021 | CPT with staff to plan for interventions and practice at home.Daily & Weekly Communication between |

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children.

[ESEA Section 1116]

**Response:**

Lamarque Elementary is proud of our Parent Resource Center. Our media center is open for parents to borrow books and/or materials for up to two weeks at a time. Our media specialist is available to answer any questions that parents may have. Lamarque’s Literacy Committee host two Virtual Family Media Nights during the school year. These evenings are set alongside the biannual book fairs. Evaluation is evidence by the attendance logs and quantity of transactions that occur for these evenings.

Lamarque Elementary uses events during our school year to reach our families that may not have opportunities to participate in our other events. Our Lamarque All Pro Dads (monthly) are integrated with academic information, resources and trainings aligned with our school’s SIP goals for reading and math. Families will receive additional resources such as books and math manipulatives to use at home with our family take home bags. We also use these events to provide additional information to our families about additional opportunities that will be occurring at Lamarque in the future.

Lamarque Elementary also uses the Scholastic Reading Counts Program to enhance literacy throughout the school. This program offers incentives and/or parties for students for achieving the grade level reading goals. We use this program in conjunction with community members, such as the Stone Crabs, to expand our community involvement.

**Communication**

Describe how the school will provide the following to parents and families of participating children:

* 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 obtain;
* If requested by parents/families, 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/families of participating children, the school will include submit the parents/families’ comments with the plan that will be made available to the local education agency.

[ESEA Section 1116]

**Response:**

During the Lamarque Elementary Students & Parents Engaging Parents (STEP) conferences in October 2020, staff members will share information on our instructional programs, Florida Standard Assessments, if applicable, iReady Diagnostics, and various assessments that students may encounter for their grade level. Parents will be given opportunities to discuss any concerns and collaborate with teachers regarding the academic decisions related to their student during our planned conference evenings. Academic progress will be shared continuously throughout the school year through teacher conferences and online report cards. This meeting will provide families a chance to learn about and use our parent portal system to discover information about their child’s academic progress and communication with our teachers.

Our administrators will present the school’s Title 1 program during a school wide meeting in October 2020 during the Readers are Leaders Virtual Book Fair. In the booklet are details about the school’s expectations, such as, “The Parents Right to Know.” Extra copies of this booklet will be kept in the front office at all times for families. Updates and explanations will be shared through e-fliers, Quarterly digital newsletters- Paw Prints, Community Outreach Platform, Facebook, and on our school website. On site computer assess provides families without home computers.

**Accessibility**

1. Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families (including parents/families with limited English proficiency, disabilities, and migratory children).

**Response:**

Lamarque Elementary provides families opportunities to participate in events and engagement activities including families with limited English proficiency or disabilities. We make available interpreters who provide direct translation services for parent conferences, events and written materials for families. Support staff will coordinate specific ESOL Parent Events for families with limited English proficiency. This allows the dissemination of materials into their native language. Our ESE Liaisons will coordinate parent meetings and training sessions with parents of students with specific learning disabilities throughout the school year. These meetings could include academic assistance, speech and language support, and behavioral strategies families could use at home. Our guidance counselors, Home School Liaison, and mental health counselor provides support to our families emotional and financial needs. The services are provided as needed.

Describe how the school plans to share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent feasible, in a language parents/family can understand.

**Response:**

Lamarque Elementary digital newsletter, Paw Prints, shares information related to school and family events to our school population. Information for literacy, numeracy, and attendance is shared in multiple languages to inform our limited language families. Our Community Outreach Platform is used to send out additional information in families’ native languages to help bridge the communication gap. Additional Parent engagement activities are aimed at ESE students who need additional resources to support their child at home.

**Discretionary Activities** (optional)

Describe any activities that are not required, but will be paid for through Title I, Part A funding, such as home visits, transportation for meetings, activities related to parent/family engagement, etc.

**Response:**

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| **count** | **Activity**  | **Description of Implementation Strategy** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Publix Math Night- 1-night event (tentative) | Family event that includes authentic application of Math skills. Parent and child must collaborate on solving real-world mathematics. |  Math Committee Chair | Parent and students engage in a fun experience that allows them to apply grade level math skills. Additional practice increases student skills and proficiency. | March 2020 |
| 2 | Lamarque All Pro Dads- 30-minute sessions  | Monthly virtual meetings that incorporate the All Pro Dads curriculum. Parent and child engage in lessons on important topics that impact families. | AP Intern | Parents are provided an opportunity to connect with their child at a deeper level. Explore topics such as trust, self-control, etc. Direct support of SEL goals. | December 2020-May 2021  |
| 3 | Virtual STEM Fair | Family event that includes the sharing of digital STEM fair projects by select students in 3rd- 5th Grade. Parent and child may view these projects on a specific night highlighting the scientific method and interesting science concepts. | Science Committee Chair & Science Lab Teacher | Parents have a chance to experience virtually student projects developed by Lamarque students. Students and families will learn science concepts together | January 2021-March 2021 |

**Barriers**

1. Describe any barriers that hindered participation by parents during the previous school year.

**Response:**

**Lamarque Elementary families are hindered in their participation of school events and activities in different ways. Parents have shared that their work schedules conflict with their ability to participate in activities such as conference nights, PTO meetings, and parent trainings.**

1. Describe the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children).

**Response:**

**Lamarque Elementary will focus on providing information to parents using our school website and Facebook page. PTO meeting minutes will be placed onto the school website for parents to view when their schedules allow. Classroom teachers provide flexible times for parents through out the school day to meet for virtual or face-to-face conferences to discuss student achievement. Parent trainings and events will be held at different times throughout the day and year to accommodate parent schedules. Extended Students & Teachers Engaging Parents (STEP) activities or conferences to allow for busy work schedules.**

**Best Practices**

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.

**Response:**

1. ***All Star Family Success Sessions-*** Parent virtual sessions that involve our special area teachers that focus in on arts integration integrated within academic areas. Students will have opportunities to perform or participate with and for their families.
2. ***Students & Teachers Engaging Parents Activities***- school-wide student-led conferences and immersion into the Lamarque resources, strategies, and programs. Parents will be directed and led virtual by their child through this experience so both parent and student can utilize these supplemental resources. Most of these resources are available online and purchased by Title I funds.
3. ***Students Achieving Individualized Literacy Student Success*** – Virtual family events will focus and provide activities for parents based on data driven interventions for 1 – 2 grades.
4. ***Lamarque Math Explorer Family Activities*** – Virtual activities will be focused on numeracy and provide hands-on engagement activities and resources to families to assist their children at home. Materials such as flashcards and manipulative will be provided for both face-to-face and remote students.
5. ***Readers are Leaders Events*** – Virtual book fair and online activities are provided twice per year that coincide with the Scholastic Book Fair. These school wide literacy experiences provide resources for our parents and also give opportunities for other Title I information or reading strategies to be shared.

**PLEASE NOTE THE FOLLOWING DOCUMENTS ARE TO BE UPLOADED**

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents/families for all children served under this part, a parent-school compact that outlines how parents/families, the entire school staff, and students will share the responsibility for improved student academic achievement.

[ESEA Section 1116]

**Upload Evidence of Input from Parents/Families**

Upload evidence of parent/family input in the development of the parent and family engagement plan. Include the meeting agenda, the meeting minutes and the sign-in sheet.

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**Upload Parent-School Compact**

Upload an electronic version of the Parent-School Compact for 2018-19.

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**Upload Evidence of Parent/Family Input in Development of Parent-School Compact**

Upload evidence of parent/family input in the development of the compact. Include the meeting agenda, the meeting minutes and the sign-in sheet.