

ORANGE BROOK SCHOOL
School-Level Parent and Family Engagement Plan (PFEP)
2020-2021

Mission Statement

I, Devon O'Neal, 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.
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Engagement of Parents and Families

Orange Brook 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 Advisory Council (SAC) and School Advisory Forum (SAF). At the SAC/SAF meetings parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotments). Parents will be asked 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. SAC/SAF committee will determine revisions to the Parent Involvement Plan based on the results.

Coordination and Integration

Orange Brook 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	Voluntary Pre-Kindergarten (VPK)	Instructional materials, teachers and ESPs (Paras)
3	Title III (ESOL)	Order supplemental reading materials for ELL students
4	Title I	Program name: Attendance Matters! Engaging Parents, Students and Staff in your Attendance Campaign
5	Title I	Program name: Reading for Success – Engaging Parents in your Literacy Program
6	Title I	Title I Mobile Unit-Provide parents with resources available through Title I
7	Title I	Financial Workshop – Teaching parents how to teach their children about saving money
8	Title I	Core Curriculum Night – Teaching parents the core areas of their children’s learning and how to use resources at home
9	Title I	Math Game Matters – Engaging parents in fun, hands-on rigorous activities that they can do at home with their children
10	Title I	College Planning – Teaching parents how to plan and save for college

Annual Parent Meeting

Orange Brook 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 timcjggjfp87q.eline, 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
Public Meeting Flyer	August 2020	Mapp, K. Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success.</i>	Flyer, Newsletter, School website, Social Media
Announcement-Marquee,	August 2020	Mapp, K. Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's</i>	Parent Link Report, Twitter Feed, School Website, Social Media

Website, Twitter, and Parent Link		Guide to Engaging Families for Student Success.	
Develop an Agenda	August 2020	Mapp, K. Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success.</i>	Agenda, Sign in Sheets
Annual Title I Public Meeting	September 2020	Mapp, K. Carver, I and Lander, J (2017). <i>Powerful Partnerships: A Teacher's Guide to Engaging Families for Student Success.</i>	Agenda, Sign in Sheets

Flexible Parent Meetings

Orange Brook 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)].

Orange Brook Elementary will schedule meetings to be held at various times during the day or evening to better accommodate parents. Our school-wide orientation for parents 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 Parent Engagement Plan, School Parent Compact, and School Improvement Plan.
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Building Capacity

Orange Brook 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
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Technology/FSA Parent Training	One/November	<i>Expanding Minds and Opportunities Retrieved from https://www.expandinglearning.org/expandingminds/article/evidence-based-strategies-supporting-and-enhancing-family-engagement</i>	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing
Literacy Night	One/February	Evidence-Informed Parental Engagement retrieved from https://www.teachermagazine.com.au/articles/evidence-informed-parental-engagement	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing
ESE Parent Informational Seminar	One/January	Evidence-based parent involvement interventions with school-age children. Retrieved from https://www.researchgate.net/publication/232541871_Evidence-based_parent_involvement_interventions_with_school-age_children	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing, Parent Survey
STEM Night	One/March	<i>Expanding Minds and Opportunities Retrieved from https://www.expandinglearning.org/expandingminds/article/evidence-based-strategies-supporting-and-enhancing-family-engagement</i>	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing, Parent Survey
3 rd Grade Academic Success Training	One/April	<i>Expanding Minds and Opportunities Retrieved from https://www.expandinglearning.org/expandingminds/article/evidence-based-strategies-supporting-and-enhancing-family-engagement</i>	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing, Parent Survey

Effectively Using Agendas	One/Ongoing	Evidence-Informed Parental Engagement retrieved from https://www.teachermagazine.com.au/articles/evidence-informed-parental-engagement	School Flyer, Agenda, Sign in Sheets, Support Team Debriefing, Parent Survey
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Staff Training

Orange Brook 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
PLCs	Ongoing; September-May	Strengthening Families, Center for the Study of Social Policy (2015). Retrieved from http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/207/12Strong-Families-Brochures_ADA.pdf .	Meeting Agenda, Sign In Sheets, Feedback
Staff Training	Ongoing; August-May	Strengthening Families, Center for the Study of Social Policy (2015). Retrieved from http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/207/12Strong-Families-Brochures_ADA.pdf .	Meeting Agenda, Sign In Sheets, Feedback
PD-Utilizing Student Agendas to Promote Effective Communication	One; August	Strengthening Families, Center for the Study of Social Policy (2015). Retrieved from http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/25/207/12Strong-Families-Brochures_ADA.pdf .	Parent sign-in sheets; parent workshop evaluation; team meeting debriefing agenda, minutes/notes and sign-in sheets

		5/207/12Strong-Families-Brochures ADA.pdf.	
PLCs	Ongoing; August-May	Strengthening Families, Center for the Study of Social Policy (2015). Retrieved from http://www.pa-strengtheningfamilies.org/wpcontent/uploads/sites/2/5/207/12Strong-Families-Brochures ADA.pdf .	Meeting Agenda, Sign In Sheets, Feedback

Other Activities

Orange Brook 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)].

Parent Institute Workshops will provide parents with information available as resources for them. Post/distribute flyers with information when available. Title I liaison will monitor for availability.

School's Parent Resource Center – Parents will be informed of the location and times the Resource Center will be open for their use. Support Staff and teachers will recommend during conferences when needed.

Communication

Orange Brook 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)].*

The Title I Annual Meeting, held in August 2020, provided information regarding Title I programs, the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Parents were encouraged to attend regular PTO meetings, SAC meetings, and Parent/Teacher conferences. Parents were provided information about the Title I Compact and given an opportunity to make recommendations for the Parent Engagement Plan. The school's website will continue to explain how Title I provides support to the school. Communication between parent and teacher, by utilizing the comment section in the student agenda, as explained during the Annual Title I Meeting continues throughout the year between the teacher and the parent through student agendas purchased with Title I Parent Involvement funds.

Accessibility

Orange Brook 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)].

Orange Brook Elementary School will provide the School Parent Engagement Plan (SPEP) in English, Spanish, and Haitian Creole. Parents will be sent notification of the plan on the school's website, newsletter, Twitter account, and made available in the front office. All correspondence regarding the parent meetings will be available at all parent meetings, if requested, 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 (03/09/2020) 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.



Signature of Principal



Date



SAC Chairperson



Date