

**Oakridge Elementary**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2018-2019**

### **Mission Statement**

We believe that a partnership must exist between our parents and school. We promote positive communication between the school and our students' homes. We provide a variety of opportunities for parents to be involved in activities that support our school. We believe teachers have a responsibility to provide a framework for parents to nurture their child's formal instruction at home. We provide materials that can successfully be used at home to reinforce the academic success of children. It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we value them as stakeholders and emphasize their roles as advocates.

### **Engagement of Parents and Families**

*Oakridge Elementary will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under 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 programs, 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). At the SAC meetings, parents will be provided with 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. Lastly, an annual evaluation will be conducted using surveys completed by the parents, staff and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program.

### **Coordination and Integration**

*Oakridge 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, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1116(e)(4)].*

Count	Program	Coordination
1	Title I Public Meeting/Orientation	Fall 2017 – Kindergarten Orientation: Teachers, support staff and administration introductions to incoming kindergarten students and parents. School procedures and expectation

2	Title I Public Meeting/Orientation	Fall 2017 – Grade 3-5 Open House: School wide Title I orientation is provided. Teachers, support staff and administration share classroom procedures, policies and academic expectations. Parents and students learn about the use of the planner/agenda as a communication tool between home and school.
3	Title I Public Meeting/Orientation	Fall 2017 – Grade PreK-2 Open House: School wide Title I orientation is provided. Teachers, support staff and administration share classroom procedures, policies and academic expectations. Parents and students learn about the use of the planner/agenda or daily folder as a communication tool between home and school.
4	Parent-Teacher Conferences	Ongoing – Parents conference with teachers at least two times annually at which time student data is shared such as grades, assessment results (BAS, EOY, FSA, BSA, local assessments), and social growth.
5	Curriculum Parent Training	Fall 2017 – Parents of children in grades PreK-5 <sup>th</sup> will learn effective strategies to work on at home in all core content areas (ELA, Math, Science) aligned with the Florida Standards (LAFS/MAFS) with a focus on math fluency, text features, literary and informational text.
6	Curriculum Parent Training	Winter 2018 – Parents of children in grades PreK-5 <sup>th</sup> will learn effective strategies to work on at home in all core content areas (ELA, Math, Science) aligned with the Florida Standards (LAFS/MAFS) with a focus on math fluency, text features, literary and informational text.

### Annual Parent Meeting

***Oakridge 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 involved. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].***

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Title I Public Meeting – Topics include Title I Program, SES, School Grade, and Rights of Parents	Principal, Support Staff, Teachers, Students	August 2018	Parent Survey and/or Evaluation

2	Home-School Student Planner/Agenda Training	Teachers	August 2018	Parent Survey and/or Evaluation
3	FSA, NGSSS 2.0, BAS, and local assessments via conferences	Teachers/Parents	Ongoing	Parent-Teacher Conference Forms

## Flexible Parent Meetings

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

Parent meetings are offered at various times throughout the school year. The times of School Advisory Council (SAC) and School Advisory Forum (SAF) vary to provide options. Parent trainings are held in the evening and will rotate training days to provide parents the greatest opportunity to attend and minimize conflicting schedules. During many such sessions, snacks or a light meal is provided using Title I funds. Children are encouraged to attend and participate as their parents learn new strategies to use with them. Parent-teacher conferences are conducted at varied times with a focus on parent needs. Home visits by the School Social Worker are conducted on an as needed basis. Parent volunteer and partner orientation and appreciation breakfasts are held annually. It should be noted that these breakfasts are not paid for with Title I funds.

## Building Capacity

***Oakridge 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)].

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research
Kindergarten Parent Orientation	K Teachers	Increased student achievement in all content areas	Fall 2018 1 Event, 2 Hours	Attendance, Survey	Nea.org
Title I Public Meeting & Open House	PreK-5 <sup>th</sup> Teachers, Support Staff, Administration	Increased student achievement in all content areas	Fall 2018 1 Event, 2 Hours	Attendance, Survey	Nea.org

Parent Teacher Conferences	Teachers, Support Staff, Administration	Increased student achievement in all content areas	Ongoing	Attendance, Survey	Nea.org
Curriculum Parent Training	PreK-5 <sup>th</sup> Teachers, Support Staff, Administration	Increased student achievement in all content areas	Fall 2018 & Winter 2019 2 - 2 hour parent training on literacy techniques and technology at home.	Attendance, Survey	Nea.org

### Staff Training

***Oakridge 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)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Parent Conferencing	Principal, Assistant Principal	Home-School connection	August 2017	Parent Survey, Conference Form
Volunteer Program	Volunteer Coordinator, Literacy Coach, Administration	Additional student support in the classroom and school events.	Ongoing	Golden School Award

### Other Activities

***Oakridge 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)].

All parents are welcomed to check out materials from our library to bridge the home-school connection including but not limited to our take-home backpacks with parent literacy activities. Title I brochures detailing parent activities and resources will be available to all parents. Also, school or community related materials that describe resources and/or activities in our area are made available to parents by way of the office parent resource center.

## **Communication**

**Oakridge 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)].***

All parents of students in kindergarten and first grade receive a packet at the beginning of the school year that contains key information, documents, and websites needed to address mandatory Title I communication requirements. Students in second – fifth grade receive this information in handouts and as published in their student agenda/planner. This information is also available on our school's website and in the front office. Parents are invited to share input and suggestions during attendance at SAC meetings, Title I Public meetings, SAF meetings, parent training sessions, and parent-teacher and/or administrator conferences and/or informally with administrators or support team members. Additionally, newsletters are digitally published as well as specific fliers are created and sent home when needed. Finally, Parent Link phone calls and emails are made weekly to provide parents with important announcements.

## **Accessibility**

**Oakridge 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)]**

All parents are invited to participate in parent involvement activities. Monthly newsletters are available so parents can preview activity dates and make arrangements so they may attend. Also, activity specific fliers are sent home. For many parent-training sessions when a light meal or snacks are provided, a Parent Response Form is included to help the school plan for the event. Parent Link phone calls are made weekly to remind parents of special events.

## **School-Parent Compact**

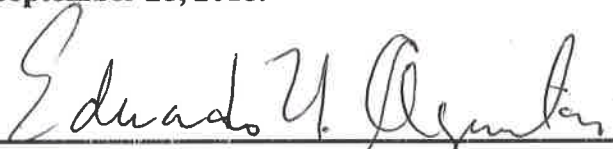
**As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic 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 4/25/18 and will be in effect during the 2018-2019 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 28, 2018.

  
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*Signature of Principal*

5/2/2018  
\_\_\_\_\_  
*Date*

  
\_\_\_\_\_  
*Sac Chairperson*

5/2/2018  
\_\_\_\_\_  
*Date*