

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

Mission Statement

We the staff and the parents of Larkdale Elementary School, commit ourselves to providing quality and broad-spectrum education for all students. We will promote the fundamentals of responsibility in each person for his or her own actions that will lead to self-reliance, self-esteem, and a respect for the dignity of every individual.

Engagement of Parents and Families

Larkdale 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 information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotment(s)). 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 programs.

Coordination and Integration

Larkdale 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	Individuals with Disabilities Education Act (IDEA)/Every Student Succeeds Act (ESSA)	Supplemental instruction support provided by the school will be discussed with parents during development of the student's IEP.
2	Head Start	Head Start pre-kindergarten teachers will conduct at least two home visits, hold joint parent meetings to discuss specific learning needs of students and academic progress.
3	Family Nights: Literacy/Math	To provide parents, families, and the community with useful strategies on how to support students in grades Pre-K through Fifth with instruction in Reading, Writing, Math, and Science.
4	Oasis Room	Students, parents, and the community will have a resource room which will provide all participants with the opportunity to read, study, access the internet, fax, print, write resumes' etc.

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

Annual Parent Meeting

Larkdale 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
<u>1</u>	Meet and Greet	Administration	August 2018	Flyer, Parent-Link, Sign-In sheets
<u>2</u>	Public Meeting	Title I Liaison	September 2018	Flyer, Parent-Link, Sign-In sheets
<u>3</u>	Open House/Title I	Principal Administrator, Title I Liaison	September 2018	Flyer, Parent-Link, Sign-In sheets

Flexible Parent Meetings

Larkdale 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)].

Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's 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 parent night each year to provide explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy trainings where childcare will be provided. Meetings will occur before school, in the evenings, and we will add meetings before dismissal in the afternoon to reach out to our parents with flexible schedules.

Building Capacity

Larkdale Elementary

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

Larkdale 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
FSA, BSA-individual conferences	Guidance Counselor, Reading Coach and Teachers	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year	October 2018-May 2019	Progress Reports and Parent Conference Forms	Best Practices-Using student achievement data
Literacy and Math information at Parent Meetings	Administration, Curriculum Coaches, and Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home.	November 2018-April 2019	Flyer Agenda, Sign-In Sheets, Evaluation Forms	Major factors of parent involvement
Review Florida State Standards	Administration, Curriculum Coaches, and Teachers	Parents will put into practice strategies at home.	November 2018-April 2019	Increased student achievement based on end of year assessment data.	Learning at home

Staff Training

Larkdale 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
Building ties between home and school	Administration, Title I Liaison, Lead Teachers, social Worker, community Liaison and Parents	Improve the ability of staff to work effectively with parents.	October 2018	Agenda, Sign-In sheets, Evaluation/Feedback forms
MTSS/RtI	Administration, Guidance Counselor, Lead Teachers, and Parents	Provide information to the staff on effective use of the RtI process	August/ September – May 2018	Agenda, Sign-In sheets, Evaluation/Feedback forms

Other Activities

Larkdale Elementary

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

Larkdale 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 Title I Mobile Unit visits at the school during quarterly report card day meetings. Parents are encouraged to go to the Title I Parent Resource Center. Parents are invited to shop at the School Book Fair. Parents are invited to lunch with their children during lunch week. Quarterly Report Card Day Meeting to inform parents and stakeholders about instructional practices and for parents to receive report cards, as well as, meet briefly with classroom teachers. Annual Parent Seminar allows small groups of parents to have more training on Title I Programs.

Communication

Larkdale 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)].***

Larkdale will provide information about Title I Programs in a timely manner, using various methods of communication (newsletter, website, meetings). Information about Title I Programs, Extended Learning Opportunity (ELO) Programs, Common Core Standards, and forms of Academic Assessments will be shared with parents during Open House/Title I information meetings, parent conferences, and any other time a parent requests such information. 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.

Accessibility

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

Larkdale 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)]

Larkdale will provide the School Parent Involvement Plan (SPIP) in English, Spanish, and Haitian-Creole. 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

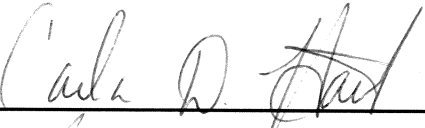
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement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

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

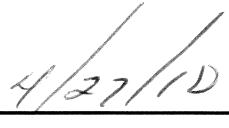
Adoption

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.

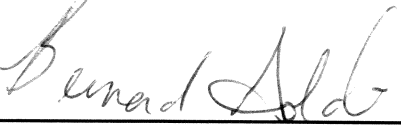
This plan was adopted by the school on (04/27/2018) and will be in effect during the 2018-2019 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 28, 2018.



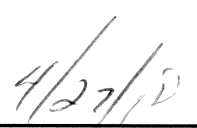
Signature of Principal



Date



Sac Chairperson



Date