

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

**Mission Statement**

We, the Title I, Migrant Education and Special Programs Department of the Broward County School Board believe that a partnership must exist between our parents and our schools. We will promote positive communication between the schools and our students' homes that will strengthen the school, family, and community partnership. We further pledge to coordinate and build capacity for increased parent participation through enriching and engaging activities whereby parents can exhibit effective parenting skills that will provide stabilization in the home and ultimately improve the academic achievement of our students.

**Engagement of Parents and Families**

*Collins Elementary School 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)].*

Quarterly Title I Liaisons technical assistance meetings serve as the main forum for sharing information regarding the federal requirements of the district as a recipient of Title I, Part A funds. The Program Specialists and Grant Facilitators are responsible for providing information and technical assistance to schools. Additionally, there is daily two-way communication via an email system (Office 365/CAB Conference) for Title I Liaisons to address concerns and/or inquiries as it relates to Title processes/procedures. The LEA as an additional reasonable support for parental involvement activities will provide parent Literacy Workshops. The Facilitators will provide train-the-trainer opportunities for Title I Liaisons, parent representatives, and other school staff to enhance their abilities to present parental involvement information and promote parent literacy. These trainings will be conducted as requested and will be available throughout the course of the school year.

**Coordination and Integration**

*Collins Elementary School 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	Early Childhood Education Dept. (Head Start)	The LEA will coordinate services through the Early Childhood Department (Head Start). Title I, part A funds will be utilized to support 27 four-year-old early childhood classrooms by providing instructional positions, research-based curriculum and resources to assist students in the emergent stages of learning transition successfully to primary education. Title I, Part A funds will be used to provide professional development activities to meet the specific needs of teachers. These funds will also be used to increase parental viable resources for increased engagement. Migrant Education Program (Title I-C) Title I, Part A will have ongoing collaboration with the Title I, Part C, Identifiers/Recruiters which are partially funded by Title I, Part A as well as Pre-K teacher and paraprofessional to address the identified needs of migrant students and families. Title I, Parts A, C and D will collaborate efforts to inform parents of available services and programs offered through the Parent Involvement Program to include: School/District Community Workshops, Title I Parent Training Academy and Computer Literacy Training

### Annual Parent Meeting

***Collins Elementary School 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 1 Orientation Annual Public Meeting (Face to Face meeting)	Title 1 Parent Involvement Program Specialist	September 2018	Sign In Sheets/ Evaluations/ Feedback

## Flexible Parent Meetings

***Collins Elementary School*** 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)].

Meeting times will range from 8:30am to 5:30pm
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## Building Capacity

***Collins Elementary School*** 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
Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the training	Program Specialist; Title 1 Staff; community Liaisons	Improve parents and staff ability to work effectively with other parents to build increased parent participation	Throughout the year (various trainings will be provided)	Sign-In Sheets Evaluations/ Parent Feedback	

## Staff Training

***Collins Elementary School*** 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
Title I Liaison Technical Assistance Training	Grant Facilitators	Parental Involvement participation will be strengthened through increased parent involvement at the school level.	Quarterly	Sign-In Sheets/ Evaluations/Parent Feedback

### Other Activities

***Collins Elementary School 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)].***

Literacy Night

STEAM Night

Family/Parent Breakfasts events (Muffins with Moms, Donuts with Dads, Grits with Grandparents etc....)

### Communication

***Collins Elementary School 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)].***

Parent Link

Newsletters

Flyers

## **Accessibility**

***Collins Elementary School 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)]***

At all parent events a translator will be available for Spanish and Haitian Creole

## **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.**

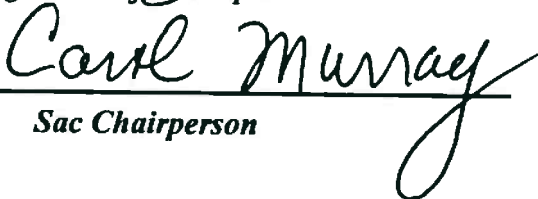
**This plan was adopted by the school on (05/31/18) and will be in effect during the 2018-2019 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 28, 2018.**



*Signature of Principal*

6/1/18

*Date*



*Sac Chairperson*

6/1/18

*Date*