

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

I, Steven “Dusty” French principal of Fruitville 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 parental involvement, 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**

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**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 Fruitville Elementary is for all students to achieve at their academic potential, to love learning, to feel valued as individuals and to develop healthy self-esteem and good citizenship in a safe environment. We also strive to have parents and community members feel welcomed and to be an integral part of the learning environment.**

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## Involvement of Parents

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

**Response: Fruitville Elementary will involve in all aspects of its Title 1 programs. We seek parental participation and input from members of our School Advisory Council (SAC), Parent Teacher Organization (PTO) and Fruitville Volunteers. The School Advisory Council (SAC) is composed of community and business partners, parents and staff members and is responsible for the development, evaluation and funding review of our school programs to include our School Improvement Plan (SIP) and Parent Involvement Plan (PIP). Our PTO board will also be involved in the planning of Title 1 Parent Involvement activities and meets monthly to plan, review and improve activities. We offer a variety of parent trainings that address the following: student achievement, progress monitoring, technology integration, and family health and safety. Parents are regularly updated on all school happenings through Connect Ed messages (audio, text, email), newsletters, PeachJar flyers, marquee messages, and school web pages. All of our parent involvement activities will be advertised and held on a regular basis in several languages.**

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## 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]

count	Program	Coordination
1	Meet the Teacher	Meet the Teacher will be held the Friday before school starts to give parents an opportunity to meet and talk with their child's new teacher
2	Title I Open House	Parents will learn about the Title I program and meet with teachers to learn about the curriculum for the school year.
3	Science Night	Fruitville holds information sessions regarding Science Fair and other pertinent science information for the purpose of increasing student interest and knowledge. Fruitville also provides families opportunities to learn the Scientific Process together so parents and students are in sync with the process.
4	ESOL Night	Reading Strategies and Math Concepts. This session is used to equip ESOL Parents with necessary skills and strategies to assist their
5	Parent- Teacher Conferences	Parents will learn how their child is performing in the classroom and ways to help their learning at home.
6	Parent Engagement Nights	Parents will learn strategies to help their children at home and will receive data comparing their child's performance to the rest of the class.

## 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: The principal will appoint a Parent Involvement Liaison. The principal will conduct the annual Title I meeting which will be held in the fall in conjunction with a family event night. The liaison will ensure that the meeting notice will be sent home at least a week in advance in English and other languages as dictated by the student population. Flyers will be sent home with every student. Principal will be responsible for sending notices electronically via text or Connect Ed. The meeting announcement will be posted on school marquee and posted on PeachJar.**

**Response:**

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts and presentation materials that addresses the required components	Administration/Parent Liaison	September-October 2017	Copies of Agenda, PowerPoint presentation, handouts
2	Develop and send out invitations – follow-up with Connect-Ed message and post on school website	Administration/Parent Liaison	September-October 2017	Flyer with date and Connect-Ed message
3	Advertise in Newsletter, Marquee and Website	Administration/Parent Liaison	September-October 2017	Copy of newsletter and picture of Marquee for 5 Star book
4	Develop sign-in sheets	Administration/Administrative Assistant	September-October 2017	Parent Participation as documented by sign-in sheets
5	Title 1 Open House	Administration	September-October 2017	Post meeting Survey
6	Maintain documentation	Administrative Assistant and Parent Involvement Liaison in charge of Audit Box	January 2018	Title I documentation housed in Administrative Assistant's office shared with LEA Title I office

## 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: We will offer parent/teacher meetings before, during and after the school day; parent activities before during and after the school day; and parent/teacher learning opportunities after the school day. Childcare and transportation will be provided, when necessary. The school social worker, teachers and guidance personnel will be available for home visits based on individual family needs.**

## 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:**

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Grade Level Parental Involvement Activities	Grade Level Team Leaders; Classroom Teachers; Special Area/Support Teachers as Appropriate	These events are designed to assist our parents in supporting and enhancing their children's academic success.	Between October 2017 and May 2018	Agenda, Sign-In Sheets, Assessment Results
2	Family Science Nights	Science Instructor	Elevates student excitement and parent knowledge of content	1-2 events during school year	Student assessments, parent surveys, Science Fair
3	ESOL Nights - Parent Training	ESOL Liaison and Administration	Parent Involvement SIP Goals	Between September 2017-May 2018	Parent Survey and Sign In Sheet
4	Parent Conference Opportunities	All Grade Levels	This event is designed to involve parents and to support a partnership among the school and parents to improve student academic achievement	Between September 2017 - May 2018	Invitations, Signed Student/Teacher/Parent Contract, Record of Parent Meeting Forms
9	ESE Nights - Parent Training	ESE Liaison and Administration	Parent Involvement SIP Goals	November 2017-April 2018	Parent Survey and Sign In Sheet
10	Data Chat Nights	All Grade Levels	Parent Involvement SIP Goals	September 2017 – May 2018	Parent Survey and Sign in Sheet

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## 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: The staff will be trained on how to foster positive relationships between parents and teachers, regardless of the student's heritage, gender, disability, language, or economic background. The training will be conducted during the pre-planning week of the 2017-18 school year.**

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Presentation preservice week focusing on using student data to assist families in working with students on certain goals at home	Administration and District Personnel	Increased effective communication between home and school	August 2017	Positive responses on Parent Surveys
2	Ongoing staff training on conducting data chats and conferences with families to strengthen parent school relationships	Administration	Working with parents/families as equal partners	September 2016 through May 2017	Positive responses on Parent Surveys

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## 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: Material will be available in the media center's Parent Resource Center. The school maintains a Facebook page and calendar with dates of available parenting classes and community support opportunities. The main office houses a selection of flyers and brochures that address common parenting subjects. Our school marquee advertises upcoming family and parenting events. Our school digital newsletter provides information about community events important to our parents. Periodic information sessions for parents are scheduled and conducted by school personnel.**

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## 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: Notification will be provided through announcements in our school newsletter, on our school website, through teacher contact, phone messages, marquee display within 7-10 days of the event. All copies of fliers and phone logs are kept in a binder in the administration assistant's**

office. When possible, all communication is translated. Assessment information and expectations are provided to parents through quarterly report cards and through teacher communication. Copies of this information are kept at the school, and parents are notified the information is going home. Additionally, any parent or school family concerns are encouraged to be discussed with the teacher, administration.

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## 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:** Fruitville Elementary School understands the various needs that our ESOL and ESE parents have in order to understand and make best use of the information shared from school. We have interpreters who provide direct translation services for parent conferences, events and written materials for our parents with limited English proficiency. Our ESOL Liaison coordinates specific ESOL Parent Nights so that we can convey important information in the parents' native language. Teachers will also have access to TeleParent, a phone messaging system that allows them to send out announcements or classroom updates in the appropriate language used in the home. The ESE Liaison coordinates meetings and training sessions with parents of students with disabilities throughout the year. These sessions include, but are not limited to, academic assistance, speech and language support, and behavioral strategies to use at home. Fruitville also shares community resources that provide local support to our families via guidance counselors and other support staff.

2. 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/families can understand.

**Response:** Flyers and notices will be available in several languages.

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## 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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## Barriers

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

**Response:** Anticipated barriers are that family and parent events often take place during times that are not convenient for working parents. Another barrier to participation is the limited English proficiency of some of our ESOL parents.

2. 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: The school will work with our families to remove language and other barriers. The committee will also consider offering some instructional sessions at alternate times to accommodate working parents, based on parent feedback. The committee will offer outreach opportunities to ESOL parents and families. Fruitville has also contracted interpreters for multiple languages to support families.**

**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]

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**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 2017-18.

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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.