



The Discovery Elementary School School-Level Parent and Family Engagement Plan (PFEP) 2019-2020

Mission Statement

The mission of Discovery Elementary is to provide a safe and nurturing environment that enhances learning and ensures the highest quality of education through the use of the latest technology. We will inspire all students to achieve social and academic excellence.

Engagement of Parents and Families

Discovery 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)].

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 allotments). 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. The results will be analyzed to evaluate the effectiveness of the school's parental involvement program.

Coordination and Integration

Discovery 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	Individuals with Disabilities Act (IDEA)	Supplemental instructional support provided by the school will be discussed with parents during the development of each student's IEP.
2	Title I, Part A	Staff development funds are used to develop professional training workshops that are designed to improve delivery of instruction, move teachers to mastery, and improve student achievement.
3	Title I, Part A	Funds are also used to provide substitute coverage for teacher training activities, professional development, and additional coaching support.

Annual Parent Meeting

Discovery 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 (Including frequency and duration)	Evidence of Effectiveness
1	Public Meeting Flyer	Title I Liaison	Third week of July	Flyer Newsletter School Website Facebook Parent Link Text Messages
2	Announcements (Marquee, website, and Parent Link)	Administration Title I Liaison	By the second week of August	Email/ Request Forms Parent Link
3	Develop Agenda and Sign-in Sheets	Administration Title I Liaison	By the second week of August	Agenda Sign-in Sheets
4	Annual Public Title I Meeting	Administration Title I Liaison Teachers	Beginning of the school year (by the end of August)	Agenda Sign-in Sheets

Flexible Parent Meetings

***Discovery 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)]*

Meetings will be held at various time during the day or evening to better accommodate parents. Our school will hold an orientation for parents at each grade level 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 Title I Parent Involvement Plan. Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the students' test scores and explanation of the interventions that teachers are using to assist the child in accomplishing 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 special workshop each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host a Parent University with various sessions. These sessions will consist of parent workshops focusing on a variety of topics where childcare will be provided.

Building Capacity

Discovery 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
Florida Standards/ Individual Conferences	Teachers	Parents will be able to clearly understand classroom expectations and goals for the school year. This will help build a partnership with the school and increase academic achievement.	September/ March	Conference/ Progress Reports	Increases students' reading and math skills. Conferences also establish an open line of communication with the parent. " Parent-Teacher Conference Tip Sheets for Principals, Teachers, and Parents. " Harvard Family Research Project. 2010.
Parent University ELA/ Math/Writing/ Science FSA Night	Administration Curriculum Coaches Lead Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home. This will help to reinforce positive parental involvement between the teacher and school.	October	Flyer Agenda Sign-in Sheets	Parent University has a positive impact on what parents perceive as their role in helping their students achieve. It also increases parents' knowledge of how to help their children succeed at school. https://eric.ed.gov/?id=ED563916
Multicultural Night	Administration Lead Teachers Coaches	Parents and students learn to appreciate other cultures and the impact that they have on one another.	November	Agenda Sign-in Sheets	"Multicultural education creates a psycho-social state of readiness in individuals and learning environments, positively effecting academic efforts and task mastery. It also addresses the need for culturally responsive teaching in order to maximize school success."

					http://depts.washington.edu/college/mce/CASEMCE.htm
STEM/ Technology Showcase	Administration Lead Teachers Science Contact	Parents will be provided the opportunity to see their child interact with Science, Technology, Engineering, and Math (STEM) projects.	May	Flyer Agenda Sign-in Sheets	Increases students' creativity, imagination and fosters their love of learning. "STEM education helps to bridge the ethnic and gender gaps sometimes found in math and science fields. Initiatives have been established to increase the roles of women and minorities in STEM-related fields. STEM education in school is important to spark an interest in pursuing a STEM career in students" https://www.engineeringforkids.com/about/news/2016/february/why-is-stem-education-so-important-/

Staff Training

Discovery 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
Communicating and working with parents	Administratiton Title I Liaison Lead Teachers	Improve the ability of staff to work effectively with parents.	August	Agenda Sign-in Sheets Evaluation/Feedback Forms
Building connections between home and school	Administratiton Title I Liaison Lead Teachers	Improve the ability of staff to work effectively with parents.	September	Agenda Sign-in Sheets Evaluation/Feedback Forms
Cultural Sensitivity	Administratiton Title I Liaison Lead Teachers	Provide information to staff on various cultures represented in the school and to increase awareness of the various cultures of the student enrolled.	September	Agenda Sign-in Sheets Evaluation/Feedback Forms

Other Activities

Discovery 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)].

Activity	Specific Steps	Person Responsible	Timeline	Documentation/Evaluation
Title I Resource Center	Inform parents of services that are available to them.	Title I Liaison	Monthly	Flyers Agenda
School's Parent Resource Center	Establish location resources (computer, table, chairs, and instructional materials).	Media Specialist	Daily or as visited	Flyers Agendas Sign-in Sheets
State Parent Resource Center located at Fischler School of Education and Human Services at Nova Southeastern University, Davie	Inform parents of the locations and services that are available to them.	Title I Liaison	September	Newsletter

Communication

Discovery 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)].

Discovery Elementary will provide information about Title I programs in a timely manner, using various methods of communication (newsletter, website, meetings). Information about Title I programs, academic programs (such as after-school programs and Extended Learning Opportunities), Florida 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. Classroom teachers will explain and discuss the school's curriculum, the Florida Standards, and types of assessments used to measure student progress during Open House. Teachers and administrators will explain Title I programs and opportunities at the Title I Public Meetings. Parents will be given the opportunity to ask questions to further their understanding of all items discussed at the Annual Title I Public Meetings. Assessment data will be shared along with the schools progress through the school newsletter and on the school website.

Accessibility

Discovery 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)]

Discovery Elementary will provide the School Parent and Family Engagement Plan (PFEP) in English. Upon request it will be provided in 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 meeting will be created in English. The aforementioned languages above will be available upon request and distributed to parents. Translators will be 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 4/24/2019 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2019.



Signature of Principal

4/24/19
Date



Sac Chairperson

4/24/19
Date