

**Banyan Elementary**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2019-2020**

**Mission Statement**

Banyan Elementary School's mission is to provide students with a quality education within a safe and secure learning environment.

**Engagement of Parents and Families**

***Banyan 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)].***

Banyan Elementary will 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 (school-wide or targeted assistance), adequate yearly progress, school choice, supplemental education services, and the rights of parents.

**Coordination and Integration**

***Banyan 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	IDEA	Supplemental instructional support provided by the school will be discussed with parents during the development of the child's IEP.
2		

## Annual Parent Meeting

***Banyan 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 (Including frequency and duration)	Evidence of Effectiveness
1	Title I / Open House Flyer	Administration	September 2019	Flyer, Newsletter, Parent Survey
2	Announcement (Marquee and Parent Link)	Administration	September 2019	Parent Link Report
3	Agenda/Sign-in Sheets	Administration, Title I Liaison	September 2019	Agenda, Sign-in Sheets
4	Title I Meeting / Open House	Administration, Staff	September 2019	Sign-in Sheets

## Flexible Parent Meetings

***Banyan 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)].***

Banyan Elementary will make every effort to schedule meetings at various times during the day or evening to accommodate parents. During Open House, parents will be informed about the school's participation in the Title I program and be encouraged to review and revise the school's Title I Plan. During Title I / Parent Meetings, childcare will be provided using Title I funds.

### ***Building Capacity***

***Banyan 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)].***

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline (Including frequency and duration)</b>	<b>Evidence of Effectiveness</b>	<b>Evidence-based Research</b>
Parent University Literacy Night	Literacy Coach, Administration & Staff	Parents will be provided with information about Florida Standards in Reading and Writing and the state assessment. Reading and Writing strategies will be modeled for parents. Parents will participate in reading and writing lessons and activities. They will also have the opportunity to explore online reading programs. A variety of genres will be introduced. Providing parents with information and equipping them with skills and strategies will enable them to effectively and successfully	October 2019 6:00pm-8:00pm	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.

		assist their children at home.			
Technology and Testing Information Night	Literacy Coach, Math Coach, Science Coach, Administration, Staff	Parents will be provided with FSA Reading, Writing, and Math standards. Parents will learn about district and state assessments and various standards-based computer programs. FSA Student Score Reports will be presented, explained, and discussed in detail. Administration will answer any questions parents may have regarding the state assessments.	November 2019	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.
Doughnuts for Dads	Literacy Coach, Math Coach, Science Coach, Administration, Staff	Dads will learn reading activities and strategies they can implement with their children at home. They will also read books to students in classroom settings and discuss the	November 2019	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.

		main elements of the stories.			
Science Family Night	Science Coach, Administration & Staff	Parents will view a variety of science experiments and demonstrations. Teachers will conduct small group demonstrations that will engage parents and students.	January 2020	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.
Granolas for Grandparents	Literacy Coach, Administration & Staff	Grandparents will be provided with Reading strategies for engaging their grandchildren while reading with them at home. They will also have the opportunity to read stories to their grandchild's class and discuss the main elements of the stories.	January 2020	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.
Parent University Math Night	Math Coach, Administration & Staff	Parents will be provided with information about Florida Standards in Reading and Writing and the state assessment. Reading and Writing strategies will be modeled for parents. Parents will participate in reading and	February 2020	Attendance Logs, Parent Survey	Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.

		<p>writing lessons and activities. They will also have the opportunity to explore online reading programs. A variety of genres will be introduced. Providing parents with information and equipping them with skills and strategies will enable them to effectively and successfully assist their children at home.</p>			
Muffins for Moms	Literacy Coach, Administration & Staff	<p>Moms will learn reading activities and strategies they can implement with their children at home. They will also read books to students in classroom settings and discuss the main elements of the stories.</p>	May 2020	Attendance Logs, Parent Survey	<p>Epstein, J. L. and K. Salinas.1992. School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.</p>

## Staff Training

***Banyan 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	Anticipated Impact on Student Achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research
<u>Who Owns the Learning?</u> By Alan November Book Study	Principal	Help to prepare students for success in the digital age.	September 2019 – May 2020	Parent Survey	Title I Parent and Family Engagement Every Student Succeeds Act <a href="https://docs.wixstatic.com/ugd/842f93_8896">https://docs.wixstatic.com/ugd/842f93_8896</a>
Staff Development during pre-planning week entitled “Igniting the Home-School Connection” and <i><b>TAG You’re It</b></i> , a yearlong parent engagement initiative will provide ideas for effectively communicating with parents and getting them actively engaged in their child’s educational experience.	Title I Liaison	Involving parents as partners increases the participation of families in the learning process, which results in improved academic achievement.	August 2019	Parent Survey	Epstein, J. L. and K. Salinas.1992 . School and Family Partnerships Encyclopedia of Education Research, 6th edition, New York: Macmillan.



## Other Activities

***Banyan 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)].***

Banyan Elementary will make available the Title I Mobile Van to parents during our annual meeting/Open House and Parent University Nights. Parents will have the opportunity to check out reading and math materials to help their children at home. Also, parents will be informed of the Title I Resource Center.

## Communication

***Banyan 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)].***

Banyan Elementary will provide information about the Title I program in a timely manner using various methods of communication (newsletters, marquee, school website, meetings, flyers, Parent Link). Information about Title I programs, academic trainings, FSA standards, Grade Level Expectations, and forms of academic assessments will be shared with parents during Open House, parent conferences, and any other time a parent requests information. During Open House, classroom teachers will explain and discuss the school's curriculum and the types of assessments used to measure student progress. Teachers and administration will explain programs and opportunities at the Title I meeting. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed during the Annual Title I meeting/Open House.



## **Accessibility**

***Banyan 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)].***

District information that is distributed to parents is provided in three languages: English, Spanish and Haitian Creole. If requested, parents receive information concerning their child's academic needs in a language of their choice. Staff members that speak Spanish or Haitian Creole are available to translate during meetings and/or parent conferences. District translators are available upon timely request.

## **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 April 17, 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.**

*Eric Miller*

**Signature of Principal**

*Miss Angela White*

**SAC Chairperson**

*4/22/19*

**Date**

*4/22/19*

**Date**