



2023-2024

Title I, Part A Parent & Family Engagement Plan (PFEP)

I, Kimberly Hutcherson, 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition:
- Engage the parents 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 the school Parent & Family Engagement Plan (PFEP) and distribute it to parents of participating children and make available the PFEP to the local community.
- Engage parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school's Parent and Family Engagement Plan (PFEP) and the joint development of the School Improvement Plan (SIP).
- Use the findings of the PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP.
- If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan.
- Provide to each parent 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 to or has been taught for ~~for~~ (4) or more consecutive weeks by a teacher who is not highly qualified; 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.

Signature of Principal or Designee

Date Signed

****Please use the data from the school's survey(s) to complete this Parent & Family Engagement Plan!**

(Each section with a table should have multiple entries, please add rows as needed).

Mission Statement (optional)

Parent & Family Engagement Mission Statement

Response:

We, Team Pierson, will engage all students in a rigorous personalized learning environment that fosters collaborative practice, creativity, and innovation for an ever-changing global society.

Engagement of Parents & Families

Describe how the school will engage parents 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 parent and family engagement will be used.**

Response:

The School Advisory Council (SAC) will be the committee that is responsible for the planning, review, and improvement of Title I programs. The members of the committee are nominated and elected to the SAC by general election. Other members are appointed by the principal and approved by the SAC. Fifty-One (51%) of the SAC is made up of parents or community members. SAC meetings are monthly and are open to the entire school community for questions and suggestions. All parents and community members are encouraged to join the SAC. Minutes are taken at every meeting to document the events of the meeting and involvement by the SAC and the community in the decision-making process. The SAC will be given an opportunity for input on the School Improvement Plan and the Parent and Family Engagement Plan prior to submission. Public input times are also available for the community to provide their input into the plans.

Coordination and Integration

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, 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.

Count	Program	Coordination
1	Title I Part A	The school, in conjunction with outside agencies, provides specific services targeted to our students and their families. These partnerships provide activities and services that benefit students through support, tools, and materials students need to be ready to learn and to be successful in academic goals.
2	Title I, Part C	Migrant Services offers support to families in areas such as assistance with eyeglasses, food program, tutoring, and translation services.
3	Title I, Part D	The district receives funds to support the N & D programs to accelerate the rate of student achievement and close the achievement gaps for students in these programs.
4	Title II	Federal funding received by the district is used to provide professional development in core curricular areas to ensure quality instruction and student achievement.
5	Title III	Additional support and resources provided by the school will be discussed with parents during the LEP committee meeting. The District ESOL Coordinator and staff provide ongoing support and Professional Development to teachers to ensure instructional best practices are utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target interventions/enrichments to ensure the appropriate pathway toward graduation.

6	Title IX, Homeless	Students are supported by the Homeless Coordinator to ensure they have school supplies, clothing, transportation, etc.
7	Head Start Program	Head Start provides Kindergarten teachers with the Kindergarten Checklist to provide a smooth transition for incoming kindergarten students.
8	VPK	VPK Staff and Kindergarten Teachers coordinate plans as they transition students to kindergarten.
9	SAI	Remedial and supplemental instructional resources help students meet academic performance levels through peer mediation, crisis training, bullying prevention programs, nutrition programs, free and reduced meal program, and after-school supper programs. Two Academic Coaches provide support and Professional Development to teachers in how to assist students.

Title I Parent Meetings

Describe the specific steps the school will take to conduct at least two Title I meetings 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), school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity. **Meeting should be offered a minimum of two times on different dates/times to accommodate parents' schedules. One in the fall and one in Spring is suggested.**

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Choose a date for Open House that is convenient for parents and families	Principal and District Office	July 2023	Date on school calendar and webpage, agenda, sign-in sheets, parent survey
2	Collect Title I brochure and PowerPoint presentation detailing Title I services for Pierson families.	Principal and Assistant Principal	August 2023	District provided materials and support
3	Inform teachers and faculty of plans and agenda for Open House / Title I Annual Meeting.	Principal and Assistant Principal	August 2023	Faculty agenda
4	Inform parents and families of the Open House / Title I Annual Meeting event	Principal, Assistant Principal and Teachers	September 2023	Marquee sign, school messenger, website, social media (Facebook), student planners, and parent sign-in and input sheets
5	Title I Annual Parent Meeting is held at Open House.	All Instructional Staff and Administration	September 2023	Climate survey (Advance-ed) and parent sign-in and input Sheets
6	Open House for all parents and families	All Instructional Staff and Administration	September 2023	Climate surveys and parent sign-in and input Sheets

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parent and family engagement.

Response:

The school will offer a flexible number of meetings, such as meetings in the morning or evening, as means to remove barriers for an increased number of parents to attend meetings and be involved in their child's education. Childcare will be provided at all evening meetings for the School Advisory Council and Parent Teacher Association. Input for the School Improvement Plan is solicited from parents. Parent input is solicited at multiple times of day in various media such as electronic, hard copies from events and functions, and online surveys to ensure maximum parental participation. Home visits are coordinated through the school's Migrant Advocate as needed.

Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective engagement of parents and families and to support a partnership among the school, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child's **academic achievement**. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request. A minimum of three academically focused activities are required.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Meet the Teacher (Introduction of students and families to the new teachers for the SY 23-24)	Principal and Assistant Principal	Introduction of the student to the new environment with the support of the parents and families	August 2023	Climate surveys/ Title I Surveys and parent sign-in sheets
2	Open House/Title I Annual Parent Meeting	Principal	Communication with the parents and families about the expectations and requirements for the 23-24 SY and inform them of the Title I program and status	September 2023	Climate surveys/ Title I surveys and parent sign-in & parent input forms
3	Family Curriculum Nights	Assistant Principal and Grade-Level Team Leaders	Provide opportunities (virtual or face-to-face) for parents to gain an understanding of the rigor and relevance of the BEST Standards while working side-by-side with their child	October 2023/ March 2024	Climate surveys, Title I survey, sign-in sheets, and parent input forms
4	Fun Fest	PTA/ School Staff/ Administration	Provide opportunities (virtual or face-to-face) for family interaction with school/opportunities for parents to volunteer	February 2024	Climate survey, Title I survey
5	Larissa Gerstel Parent Center	Principal and Parent Center Staff	Provide opportunities (virtual or face-to-face) for parents to learn how to support their children's learning and academic success	Ongoing SY 23-24	Climate survey, Title I survey, sign-in sheets, and parent input forms

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil
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services personnel, administrators, and other staff in **how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent and family engagement programs, and build ties between parents and schools. Staff Training focusing on “Building Capacity”**

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	FOCUS / Gradebook Training for Teachers	Principal and Assistant Principal	Teachers will be able to communicate (digitally and/or face-to-face) with parents about their child's academic progress.	Ongoing SY 23-24	Climate surveys
2	Faculty meeting to train teachers on how to communicate with and work with parents.	SAC Chairperson/Parent Liaison Staff	Teachers will (digitally and/or face-to-face) reach out, communicate with, and work more effectively with parents.	Fall 2023	Faculty sign-in sheets, agenda, conference forms, sign-in sheets
3	Title I Program Overview	Principal	Teachers will learn about Title I programs and services	Fall 2023	Faculty sign-in sheets, agenda
4	Digital Learning & Communication	Principal	Teachers will receive training in digital resources designed to communicate with parents about student learning. (i.e: Teams, Zoom, See Saw, Class Dojo, Nearpod)	Fall 2023	Faculty sign-in sheets, agenda

Communication

Describe how the school will provide parents and families of participating children the following:

- 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 meet;
- 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
- If the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency.

Response:

Parents are given timely information about Title I Programs through the School Messenger system, marquee, flyers, parent/teacher conferences (virtual or face-to-face), report cards, interim reports, student-led conferences, and curricular events. The information is disseminated either weekly, monthly, or as needed depending on the type of information. Curriculum and assessment information is shared by teachers at Open House, during parent conferences, and through newsletters, through digital media, and school events. FAST testing information is sent home with students as well as shared through Curriculum Nights. All information is provided in both English and Spanish to address the needs of our families. The school will monitor its communication efforts

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by seeking input from parents on the climate surveys, as well as from parent input forms collected from school event surveys.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Response:

Pierson Elementary provides access to all parents desiring to take part in school activities. We follow the ADA guidelines for giving parents and family members who are disabled access to all activities. We continue to provide written communication to families in English and Spanish. School Messenger calls are provided in English and Spanish. We also upload all school activity information on the school webpage/ Facebook page. Surveys are distributed to families with the ability to translate into Spanish. Digital communication tools utilized by teachers provide the means to translate into family's home language. Interpreters are provided at all PTA and SAC meetings, parent conferences, Meet the Teacher, Open House, and Curriculum Nights. Pierson Elementary School is handicapped accessible.

UPLOADS

Please note upload of the Parent & Family Engagement Plan will be completed by Parent Facilitators once approved and signed by Principal.

Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan (PFEP).

Please upload *reviewed* evidence into SharePoint and keep copies for your records.

Upload School-Parent Compact

Note: As a component of the school-level PFEP, 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.

Please upload *reviewed* compact into SharePoint and keep copies for your records.

Upload Evidence of parent and family input in the development of the School-Parent Compact

Note: Submit copies of actual parent/family input supporting the development and revision of the School-Parent Compact (i.e. minutes, surveys etc.).

Please upload *reviewed* evidence for compact into SharePoint and keep copies for your records.

Previous year's Parent & Family Engagement Plan (PFEP) Evaluation

Parent & Family Engagement summary (Building Capacity Summary)

Please make sure that the evaluation for last school year's activities is completed and turned in with this school year's PFEP. If an activity was proposed on last year's PFEP and did not take place do not evaluate or enter it. If an activity was not on last school year's proposed PFEP and took place, please evaluate it. The PFEP is a living document and changes with the school's needs.

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I Meetings.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Meet the Teacher (Introduction of students and families to the new teachers for SY 2022-2023)	1	687	Introduction of the student to the new environment with the support of parents and families.
2	Open House/ Title I Annual Meeting	2	710	Communication with parents and families about the expectations and requirements for the 2022-2023 school year and inform them of the Title I program and status.
3	Family Curriculum Nights	3	113	Provide opportunities for parents to gain an understanding of the rigor and relevance of the Florida Standards while working side-by-side with their child.
4	Award Ceremonies	1	581	Award ceremonies are once a year to celebrate student achievement and growth toward academic and social standards.
5	Fun Fest	1	380	Provide opportunities for families to engage in school community with teachers and staff. Provide opportunities for parent involvement and volunteering at school.
6	Performances in the Arts	1	167	Choral and theatrical programs provide opportunities for families to engage in the school community.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Faculty meeting to train teachers on how to communicate and work with parents	1	50	Teachers will reach out, communicate with, and work more effectively with parents using associated media: digital, written, oral, and media platforms.

2	Grade Book Training for Teachers	1	50	Teachers will be able to communicate with parents about students' academic progress.
3	Canvas/Teams Training for Teachers	1	50	Teachers will be able to plan, implement, and design assessments for digital learning

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Limited English Proficiency (Spanish Speaking)	Provide interpretation services for SAC / PTA meetings, student conferences, and literacy events. Translate school written communications and School Messenger messages
2	Parent and community involvement (all subgroups)	Post school event flyers and communication at local businesses throughout the community, use of marquee to advertise in English and Spanish
3	Lack of time for parents to be involved	Use of flexible scheduling for conferences and activities
4	Widespread population	Use of School Messenger, marquee, and social media, and Parent Center facilitator to keep parents and community informed on school events.

Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
1		
2		
3		
4		

Submission Procedures:

1. Please submit completed Parent & Family Engagement Plan (PFEP) to the Title I Parent & Family Engagement office.

2. Once the PFEP is approved by the Parent Facilitator and initialed It will be returned for signature and the watermark will be removed. You will then receive a approved copy for your records. The Title I Parent & Family Engagement office will submit the approved PFEP to Jayne Baxter / Dr. Kimberly Sparger. There is no download necessary for the submission of the PFEP plan.

If you have any questions, contact Sheila Rees ext. 44740

Approval check by PFE ☐