

School: Pierson Elementary

Attention: Principal

RE: Parent and Family Engagement Plan Dissemination

The one-page Parent and Family Plan Flyer was delivered to your school around the last week in August from the parenting department. This flyer **MUST** be distributed to the parents of every enrolled student at your school as required by law. If you have not done so already, please attach the **Calendar of Parent Engagement Activities** for your school with the flyer to be distributed.

Both documents should be sent home prior to October 13, 2023.

Once the documents have been disseminated, please sign the bottom of this form to confirm that all parents were sent the information.

This signed form will serve as the monitoring evidence for PFEP Dissemination. **Please upload the signed memo to the school's SharePoint compliance site in the appropriate category by November 17, 2023.**



I, Kimberly Hutcherson, Principal at Pierson Elementary

confirm that the PFEP flyer along with Calendar of Parent Engagement Activities for our school was distributed to every parent at our school on: October 13, 2023.

 10/27/23

Principal's Signature

Date