



2023-2024

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

I, Joy Boyd-Walker, 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 Y 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 four (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

10/9/2023

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: Turie T. Small believes that family involvement in education makes a profound difference in early learning outcomes. The Parent and Family Engagement Plan allows educators, families, and the school to come together as one community for the purpose of strengthening the child's learning environment. Because family engagement is essential in the learning environment, we will continue to involve our families in all areas of teaching so that our students excel and are well prepared to be productive members of 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) meets every month to review planning and improvements of the Title I program. Parents are invited to become members of Turie T. Small SAC. SAC members provide input on the Parent and Family Engagement Plan, and Title I budget as well as other plans related to school improvement. Surveys will be distributed to parents later in the year. Parents are always encouraged to give their input and suggestions regarding the school, faculty, and staff climate.

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 C	Parent support is offered through migrant services such as translation and food assistance programs
2	Title X	Title IX coordinator provides services to families to ensure that students have school supplies, community resources, and transportation.
3	Voluntary Pre- Kindergarten (VPK)	VPK works with our school staff to coordinate transition plans for students entering Kindergarten.
4	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 being utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target interventions/enrichments to ensure the appropriate pathway toward graduation.

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	Establish Open House/Annual Title I Meeting dates and activities	Asst. Principal SAC	August 2023	Parent Input Surveys, activities and meeting dates on calendar
2	Gather information on Title I Annual Meeting such as brochures and Power Point outlining services	Asst. Principal	September 2023	Information prepared for distribution
3	Advertise Open House/Title I Annual Meeting	Asst. Principal Teachers	Sept. 2023 Feb 2024	Power Point Presentation, website and social media advertisement, sign-in sheets , Title I Survey results

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: Workshops and meetings will be scheduled at different times to accommodate parent's schedules and availability. Meetings can be scheduled in the mornings, afternoons, and evenings. Teachers are allowed to set a designated day and time every week for parent phone calls and conferences.

Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, 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	Open House	Teachers, Administration	This event will host all families to come for a meet and greet with	Sept 2023	Event flyers and Parent Sign-In Sheets

			teachers and all educational staff		
2	Grade Level Math Family Nights	Grade Level Teams	This event is critical in helping parents and students to connect through solving math equations together.	Jan 2024 Mar2024. Apr 2024	Parent Surveys and Sign-In Sheets
3	Holiday Concert	Various staff and administration.	Parents come to spend time with one another and support the school.	December 7, 2023.	Event Flyers, sign in sheets, and Parent surveys
4	Science Fair	Selected school staff	Students share their science projects with parents and community leaders	March 2024	Event Flyers, sign in sheets, and Parent surveys
5	Black History Month Read-In	Community Leaders, Parents, and Staff	Community Leaders, Parents, and Staff read stories about African Americans in History.	Feb 2024	Event Flyers, sign in sheets, and Parent surveys
6	All Pro Dads	Mr. Gattis	Engaging dads and students through multiple educational enrichment programs	Jan 2024 Feb2024 Mar 2024 Apr 2024	Event Flyers, sign in sheets, and Parent surveys
7	Parents-to-Kids Literacy program	Teachers	Participating students will increase literacy skills with parental support	Spring 2024 Apr.	Sign-in sheets and parent surveys

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil 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	Professional development for teachers about building capacity for Parent & Family Engagement	Principal and Assistant Principle	Increase in achievement	October 2023	Faculty meeting minutes and comments
2	Parent Contact Meeting to learn best practices	Parent Liaison	Improve quality	Fall 2023	Title I Parent Surveys
3	Instructional practices	Administration and Academic Coach	Increase in achievement	Fall, Winter, Spring 2023-	District and State Assessment Results

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				2024	
4	ESSA Subgroups training	Administration and Academic Coach	Increase in achievement	Fall, Winter, Spring 2023-2024	District and State Assessment Results
5	PBIS/ SEL trainings	District Support and Administrative Team	How to redirect behaviorally challenged students	Fall, Winter, Spring 2023-2024	PBIS quarterly data and Teacher/Parents Surveys

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: Information about Title I programs is provided through newsletters, booklets/brochures and an information Power Point is shown during Annual Title I meetings. The Title I Parent and Family Engagement Plan brochure and the Title I parent handbook are sent home on the first day of school via Turie T. Small Elementary planners. Parent Information Resource Center information is on our school website, at the front desk and is sent home with each student. Curriculum and assessment information is provided by teachers at Open House, parent/teacher conferences and through school newsletters. Florida Standards Assessment information is sent home to parents and is also available on our website. Parents can provide input to the school via parent surveys. The school's marquee and Connect Ed. messages are used to communicate information to parents.

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:: Turie T. Small will continue to provide parents with written invitations, as well as notification via school website. Our school marquee will be used to advertise upcoming meetings so parents will be aware and can attend. Parents are encouraged to sign up on the school board website if they have an interest in volunteering in the classroom or other areas within the school. Parents are notified that all forms and documents can be translated upon request. Our district utilized an ESL coordinator who secures curriculum and supplies to ESL students and monitors their progress. Information is available on the Volusia County District website. All schools in Volusia County are handicapped accessible.

UPLOADS

Please note upload of the Parent & Family Engagement Plan will be completed by Parent Facilitators

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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	Open House/Annual Title I Meetings	1	100	Above expectations due to verbal and printed material communication.
2	SAC Training, SAC Membership Training	1	40	Above expectations due to verbal and media communication
3	Family Nights	2	0	Below Expectation. Teams opted to cancel their family nights due to limited participation. Kids Zone continued to offer their monthly meetings

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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	Parent Contact Meetings to learn best practices	2	45	Positive trend as all teachers were trained at the faculty meetings throughout the year.
2				
3				
4				

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	Low Parent Interest and Attendance	Appeal to parents through flyers, social media, and phone communications about their specific needs and interest.
2	Inconsistent Parent Contact Information	Improve on accurate and current contact information and communicate this data to school stakeholders.
3		
4		

Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous

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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. 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	JM
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