



2024-2025

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

I, William A Rednour, 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 information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Handwritten signature of Will. A. Rednour

Handwritten date 9/3/24

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:

Friendship Elementary School strongly believes in the power of building positive relationships and partnerships with all parents, families, and stakeholders. Through parent and family engagement opportunities, our students at Friendship Elementary will be able to continue to grow and excel academically.

## 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:

Friendship Elementary engage parents and families in the decision-making, planning, and review process of how funds are used for Title I programs during both School Advisory Council meetings and Title I Parent meetings. The School Advisory Council (SAC) meets 6-7 times a year and is responsible for the planning, review, and improvement of the Title I program. All parents and other stakeholders are invited to be members of School Advisory Council. Members of the SAC provide input on the creation of both the School Improvement Plan and the Parent and Family Engagement Plan. In addition, SAC members provide input on the Title I budget. Parent surveys are also used to solicit parent input. Comments from parents are documented in SAC Meeting Minutes. Input of meeting proceedings are documented through recorded minutes which are voted on and approved by School Advisory Council members. Parents and families provide input when updating the School Compact. The School Compact is reviewed with parents at Parent-Teacher Conferences to reemphasize key components of the plan for student, parents, and school success.

## 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.

	Program	Coordination
1	VPK	VPK works with Friendship Elementary school staff to coordinate transition plans for students entering Kindergarten.
2	Title I, Part A	Tutoring services will be provided after school, supplemental materials and supplies will be used to assist with closing the achievement gap between groups of students, and supplemental funds will be allocated for on-going professional development for faculty and staff as determined by district/state assessment data.
3	IDEA	Additional instructional support including accommodations and modifications provided by the school will be discussed with parents during the development of students' Individualized Education Plans.
4	Title I, Part C	Parent support is offered through migrant services such as translation and food assistance programs. Academic assistance through credit accrual/recovery, tutoring, and summer school is provided. Parent support is offered through Migrant Advocates and Migrant Recruiters, providing support to our migrant students and their parents.
	Title II	On-going Professional Development is provided by our school district in core subject areas to ensure quality instruction for student success

	Title III	The District ESOL Coordinator and staff provide ongoing support and Professional Development to teachers to ensure instructional best practices. Instruction and intervention support are provided for students for English Language Learners through our ESOL program. Teachers consistently progress monitor the ELL students to identify specific needs, targeted interventions/enrichments to ensure the appropriate pathway to graduation. Parents of English Language Learners are engaged in our school through a variety of program including Hispanic Heritage Month activities, one-on-one communication, and future programs including Parents to Kids.
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### 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.**

	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Host Annual Title 1 Meeting/Open House Share PFEP with families and with faculty and staff	Principal	September 19th, 2024	Copies of program agenda, Parent Sign-in Sheets, Copies of Title I brochures, and parent surveys/photos will be collected as evidence, Title 1 Meeting Presentation
2	2 <sup>nd</sup> Annual Title 1 Parent night/Literacy Night	Principal/Literacy Coach	January 25 <sup>th</sup> , 2025	Copies of program agenda, Parent Sign-in Sheets, Copies of Title I brochures, and parent surveys/photos will be collected as evidence, Title 1 Meeting Presentation
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### Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening

Response:

### 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.

	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
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1	Meet the Teacher introduction of students and families to classroom teachers, administration, and guidance counselor.	Administration, Faculty and Staff	This time will help students and families to establish relationships with caring adults on campus to positively impact student success. This will create a bridge of communication between parents and teachers.	August 9, 2024	Sign-in Sheets Climate Surveys
2	Kindergarten Orientation	Administration & Kindergarten team	Time for Kindergarten parents to meet their child's teacher and tour the campus	May 2025	Sign-in Sheets Climate Surveys
3	Communication through School's Website, Class Dojo, Social Media, Focus communication Announcements, Flyers, and other handouts	Administration, Faculty and Staff	These methods will help improve school to home communication and will impact student academic success. Familiarity with the campus should positively impact parent engagement and student achievement.	On-going	Parent Feedback Surveys
4	Open House Celebration	Administration, Faculty and Staff	Activities and events scheduled will provide opportunities for parents to experience subject area curriculum to help improve student academic success.	September 19th	Sign-in Sheets, Parent Feedback Surveys
5	Family Nights (Math, Literacy, Science Night, Movie Nights, School Spirit Nights)	Administration, Faculty and Staff PTA	Activities and events scheduled will provide opportunities for parents to experience subject area curriculum to help improve student academic success.	On-going	Sign-in Sheets, Parent Feedback Surveys
6.	SAC Training and Meetings	SAC Chair, Administration	This activity will increase parents' knowledge of academic expectations and foster parent/school partnerships that will help improve academic success	On-going	SAC Minutes, SAC Sign-in Sheets
7.	Third Grade Parent Meeting	Third Grade teachers, Administration	Help push students on their reading achievement.	September 11 <sup>th</sup>	Sign-In Sheet, survey

### Staff Training

June 2024 / 24 -25 plan

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”**

	<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
1	Title 1 Overview	Administration	Teachers will learn about Title 1 Program/Compliance	October 2 <sup>nd</sup>	Sign-in sheets, post test, presentation materials
2	Monthly Faculty Meetings	Administration	All academic subjects	Monthly 2024-2025	Sign-in sheets and agendas
3	District ERPLs	Administration, Academic Coaches, Trained staff, District Support Team	All subjects, teacher development	On-going 2024-2025	Sign-in sheets, agenda, Meeting Minutes, Surveys
4	School Based ERPL's	Administration and/or academic Coaches	Teachers will receive training based on identified goals in the SIP.	On-going throughout the year 2024-2025	Sign-in Sheets, Presentation
5	Presentation of School Improvement Plan and Parent Involvement Plan	Principal	Set clear academic goals and parent involvement goals.	August 5 <sup>th</sup> , 2024	Sign-in Sheet & Presentation
6	ESOL/ESE Compliance/IEP	Administration and/or District Personnel	Provide teachers with an overview of ESE compliance/IEP goals and ESOL Compliance	August 28 <sup>th</sup>	Sign-in Sheet and Presentation

## 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:**

June 2024 / 24 -25 plan

### **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:

## **UPLOADS**

### **Parent and Family Engagement Plan**

Per Florida DOE Title I compliance, all schools are required to complete a Parent and Family Engagement Plan in conjunction with the School Improvement Plan (SIP) goals. **A copy of the completed and signed PFEP must be uploaded to the Title I Compliance TEAMS folder.**

### **School-Parent Compact (Elementary school only)**

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. **Copies of completed and signed compacts must be uploaded to the Title I Compliance TEAMS folder.**

### **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.

	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Science Night	15	78	Help Science scores for the school
2	Kindergarten Orientation	1	42	Prepare students for upcoming school year in Kindergarten
3	Open House	1	151	Keep parents informed on what is taking place in the classroom
4				

## 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.

	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	ESOL/ESE Compliance/IEP's (Title 1 staff training)	1	35	Train teachers on ESE compliance and make them aware of the resources available to our family's through our parent resource center.
2	Title I Overview and SIP	2	35	Reviewed the family engagement presentation with faculty to help bridge the connection between classroom and teacher.
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## 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).

	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Language	The biggest hindrance is our Spanish speaking parents who don't speak English. I will have Ms. Rodriguez, our School ELL teacher, be available to meet with parents to help with communication.
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## Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous June 2024 / 24 -25 plan

school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

	Content/Purpose	Description of the Activity
1		
2		
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**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. Upon receiving an approved copy PFEP, upload it to the Title I Compliance Teams folder and keep a copy for your records.**
- 3. Please make a copy available for parents to review as needed.**

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

Approval check by PFE