

Lake Forest Elementary  
School-Level Parent and Family Engagement Plan (PFEP)

2025-2026

**Mission Statement**

Our mission is to provide a stimulating and challenging learning environment that meets the needs of all students and enables them to meet their maximum potential.

**Engagement of Parents and Families**

Lake Forest Elementary will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs 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 program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

Parents will be invited to become members of the School Advisory Council (SAC). At the SAC meetings, parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotments). Parents will be allowed to provide input into the development and decision-making process of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement plan.

**Coordination and Integration**

Lake Forest 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 (HIPHY); the

Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title 111; Title W; and Title VI [Section 1116(e)]

Count	Program	Coordination
1	Head Start	Head Start Pre-Kindergarten teacher will conduct at least two home visits; hold joint meetings to discuss specific learning needs of students and academic success.

**Annual Parent Meeting**

Lake Forest 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 engaged.

Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Public Meeting Flyer	By the Third Week of August	<a href="https://www.browardschools.com/Page/37523">https://www.browardschools.com/Page/37523</a> There has been extensive research conducted in the area of parental engagement. One study yielded the following: "When schools, families, and community groups work together to support learning, children tend to do better in school, stay in school longer, and like school more (Southwest Educational Development Laboratory)." The report, a synthesis of research on parent involvement over the past decade, goes on to find that, regardless of family income or background, "students with involved parents" are more likely to: <ul style="list-style-type: none"> <li>~ Earn higher grades and test scores, and enroll in higher-level programs.</li> <li>~ Be promoted, pass their classes, and earn credits.</li> <li>~ Attend school regularly.</li> <li>~ Have better social skills, show improved behavior, and adapt well to school.</li> <li>~ Graduate and go on to postsecondary education.</li> </ul> Title I, Part A provides for substantive parental involvement at every level of the program, such as in the development and implementation of the State and local plan, and in carrying out the local educational agency (LEA) and school improvement provisions. Section 1116 contains the primary Title I, Part A requirements for state educational agencies (SEA), LEAs and schools related to involving parents in their children's education. It is this section that identifies critical points in the process of improving teaching and learning where parents and the community can assist in school improvement. Although section 1116 is wide-ranging in scope and has many requirements for LEAs and schools, the intent is not to be burdensome. These provisions reflect good practice in engaging families in helping to educate their children, because students do better when parents are actively involved in the education process, both at home and school. <b>Our Parent Engagement Program is designed to:</b> <ol style="list-style-type: none"> <li>1. Inform parents about Title I regulations.</li> </ol>	Flyer, website notice
Announcement (Marquee and Parent Link)	By the Second Week of September		Script Of Parent Link, info on marquee
Develop an Agenda and Sign-in Sheet	By the Second Week of September		Agenda, attendance roster from meetings
Title 1 Annual Public Meeting	Beginning of the School Year (by the end of September)		PowerPoint, agenda

		<ol style="list-style-type: none"> <li>2. Involve parents in local Title I decisions.</li> <li>3. Provide literacy training.</li> <li>4. Offer parents training in schools and the community on ways to work with their children at home to raise student achievement.</li> <li>5. Encourage active participation in their children's school and education.</li> </ol> <p>All Content © 2023 Broward County Public Schools</p>	
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### Flexible Parent Meetings

Lake Forest Elementary will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate 10 parental involvements [Section 1116(c)]

Based on input from parents, Lake Forest Elementary will schedule meetings to be held at various times during the day or evening to accommodate parents. Parents also suggested to create a theme/focus for each meeting and to consider drawing more parents in with food and raffles. Our school will hold an orientation for parents at each grade level to inform them about the school's participation in the Title I Program and to encourage parents to be involved with the reviewing and revising of the School's Title I Plan. Teachers will be given a summary of the students' test scores and an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host parent training on academics where childcare will be provided.

### Building Capacity

Lake Forest Elementary will implement activities that will build the capacity for effective involvement "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)]

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Curriculum and Instruction, Parent Meeting Standards and Assessment	Quarterly	High-Impact Assessment Reports for Children and Adolescents A Consumer-Responsive Approach By Robert Lichtenstein, Bruce Ecker · 2019 Assessment provides rich opportunities for understanding the needs of children and adolescents, yet reports are often hard for parents, teachers, and other consumers to comprehend and utilize. This book provides step-	SAC agendas, minutes

		by-step guidelines for creating psychoeducational and psychological reports that communicate findings clearly, promote collaboration, and maximize impact. Effective practices for written and oral reporting are presented, including what assessment data to emphasize, how to organize reports and convey test results, and how to craft useful recommendations.	
B.E.S.T. Standards	Bi - Weekly	<a href="https://www.cpalms.org/">https://www.cpalms.org/</a> © 2019 Florida State University. CPALMS is a trademark of Florida State University.	Conference forms, Progress reports
Parent Trainings (ELA, Math, Science, and/or Technology)	Quarterly	The Science of Learning and Development Enhancing the Lives of All Young People 2021 ISBN:9781000399776, 100039977X Page count:288 Published:June 21, 2021 Format:ebook Publisher: <u>Taylor &amp; Francis</u> Language: <u>English</u> Editors:David Osher, Pamela Cantor This essential text unpacks major transformations in the study of learning and human development and provides evidence for how science can inform innovation in the design of settings, policies, practice, and research to enhance the life path, opportunity and prosperity of every child. The ideas presented provide researchers and educators with a rationale for focusing on the specific pathways and developmental patterns that may lead a specific child, with a specific family, school, and community, to prosper in school and in life.	Sign in sheets, Agendas

**Staff Training**

Lake Forest 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)]

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Communication and Conferencing	First Week of August	<p>Burden, P. R. (2020). Classroom Management: Creating a Successful K-12 Learning Community. United Kingdom: Wiley.</p> <p>Effective classroom management plans are essential for creating environments that foster appropriate social interactions and engaged learning for students in K-12 settings. New and early-career teachers often face difficulties addressing student discipline, upholding classroom rules and procedures, and establishing positive teacher-student relationships. The seventh edition of Classroom Management is the leading resource for helping educators prevent student misbehavior, respond to challenging situations, and involve their students in building positive classroom communities.</p> <p>This popular textbook covers every vital aspect of classroom management, from planning for the school year and conducting instruction, to managing diverse classrooms and collaborating with colleagues and families. Fully revised to reflect recent changes in K-12 education and address the needs of today's educators, this edition features new and updated methods for fostering positive student behavior, insights on the root causes of misbehavior, strategies for helping students set high expectations, and much more.</p>	Meet & greet agendas, Open House agendas

		<p>Written by a respected expert in teaching methods, classroom management, and instructional leadership, this valuable teacher's reference:</p> <p>Covers contemporary topics, methods, and discipline models in classroom management</p> <p>Reflects current InTASC Model Core Teaching Standards and Praxis assessments</p> <p>Features descriptions of classroom management methods used by elementary, middle, and high school teachers in various regions and communities</p> <p>Provides new and unique stories and case studies of real-world classroom situations</p> <p>Offers end-of-chapter summaries and questions, supplemental activities, further reading suggestions, and complete references</p> <p>Includes new tables, charts, and figures that make information more accessible to different types of learners</p> <p><b>Classroom Management: Creating a Successful K-12 Learning Community, Seventh Edition</b> is an ideal text for college professors, teachers in training, and K-12 educators, as well as school administrators and general readers involved in education.</p> <p>Source: Publisher</p>	
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**Other Activities**

Lake Forest 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*

Lake Forest Elementary will offer a Title I Resource Center. The Center will be available to parents that have limited access to computers at home. Lake Forest Elementary will also have books available for check out in the resource room for parents. Additionally, Lake Forest Elementary will utilize social media to disperse relevant school updates and increase family engagement with a live monthly read aloud.

## Communication

Lake Forest Elementary will provide parents of participating children the following [Section

Timely information about programs under this part [Section 1116(c)

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)

- 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)
- 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)

Lake Forest Elementary will provide information about the Title I Programs in a timely manner, using various methods of communication, including, but not limited to emails, social media, parent links and school website, newsletters and flyers.

## Accessibility

Lake Forest 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 11 II in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

Parents will be sent notification of the plan in the school's newsletter and made available in the front lobby of the school. All correspondence regarding the parent meetings will be available on the school's website.

## 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 February 25, 2025 and will be in effect during the 2025-2026 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2025

  
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Principal

2/27/25  
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Date

  
\_\_\_\_\_  
School Advisory Chair

2/27/25  
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Date