2025-2026

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

I, Virginia Freeman, 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 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.

Virginia Freeman 8/18/25

Signature of Principal or Designee **Date Signed**

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

Mission Statement (optional)

Parent & Family Engagement Mission Statement

Response: All students learn at Orange City School where CPR-Cooperation, Pride and Respect - brings us to life and helps us to do our best.

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: Parents will be invited to become active members of the School Advisory Council (SAC). This is done through the school newsletter, as well as personally through teachers, staff, and administrators. Applications are sent home before the SAC elections window and at Meet the Teacher. An election is held to elect the SAC members. Members may also be appointed. SAC meetings will include information regarding the Title 1 allocation, including the budget set aside for parent engagement. SAC members will be informed of how these funds are utilized to provide parent resources and assist parents in being involved in their children's education. Parents will be invited to participate in the development of Parent and Family Engagement Plan through parent input during SAC meetings and on our website. An annual parent survey will be conducted, and the results will be analyzed and evaluated for effectiveness.

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	**Individuals with Disabilities Education ACT IDEA**	Supplemental instruction support provided by the school will be discussed with parents during the development of students' Individual Education Plans (IEP's)
2	**Title 1, Part C**	Parent support is offered through migrant services such as transition and food assistance programs.
3	**Title 11**	The district provides ongoing professional development in the core subject areas to ensure quality instruction and student success; and how to integrate technology into the classroom and strategies to involve parents in the education of their children.
4	**Title 111**	Additional support and resources provided by the school will be discussed with parents during LEP Committee Meetings. Teachers will progress monitor ELL students to identify specific needs for students.
5	**Title IX Homeless**	Title **IX** coordinator provides services to homeless families to ensure that students have school supplies, community resources and transportation
6	**Voluntary Pre-Kindergarten**	Orange City Elementary provides Voluntary Pre-Kindergarten (VPK) program for preschool students. The Title 1 office and the VPK office will work together to coordinate transition programs for students entering the regular public-school program. Activities may include coordinated meetings with parents, VPK teacher, and the kindergarten teachers to discuss the specific learning needs of students, joint parent meetings to discuss transitioning, etc.

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	Prepare information for Title 1 meeting	Principal	Fall 2025 Spring 2026	Parent sign-in sheets, handouts, parent guides.
3	Prepare information for Title 1 meeting	Principal	January 2026	Parent sign in sheets, handouts, parent guides
4	Prepare information on curriculum and class expectations	Teachers	Fall 2025 Spring 2026	Title 1 Parent Survey
5	Develop and disseminate invitation by advertising on website, social media, & home messages.	Principal	Fall 2025 Spring 2026	Number of attendees, survey, flyer, marquee, phone messaging and website showing dissemination.

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: Resources in the Family Resource Center will be promoted through the newsletter, telephone messaging system, marquee, and announcements. These resources include access to computers, parenting tips and community resources. Parents will also be able to receive a school library card to check out materials from the school media center.

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	Open House	Principal/Asst. Principal/Academic Coach	Assist parents to understand the culture and curriculum	Fall 2025	Sign in sheets, pictures, handouts, surveys
2	Reading/Math Family Nights	Administration /Academic Coach/Team Leaders	Assist parents to understand the expectations of the Florida Standards Assessments and increase student achievement	Fall 2025 Winter 2026	Sign in sheets, pictures, handouts, 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	Faculty training utilizing volunteers	Administration	Train faculty and staff how to utilize volunteers and business partners	Fall 2025	Sign in sheets, agenda, PPT
2	Roadrunner Rookies	Administration, Teacher Leaders	Train new faculty on how to have better parent/teacher relationships and conferences	Sept. 2025 - May 2026	Sign in sheets
3	Collaborative Planning	Administration, Academic Coach	Train faculty to work as a cohesive team.	Fall 2025	Sign in sheets, agenda
4	Building Capacity Presentation	Administration	Train faculty about strong parent/family engagement	Fall 2025	Sign in sheets, agenda, PPT

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: Many informational letters sent by the district are provided in English and Spanish, including the Title 1 Handbook and Title 1 Parent brochure. Copies of the documents are also available in our Family Resource Center. Our Media Center also has books and parent videos in Spanish.
Information for parents of ELL students that is included in our monthly newsletter is translated into Spanish. Our school and district staff assist in translating information for parents over the phone and at conferences. For parents who do not speak English or Spanish, arrangements are made to provide a translator.

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: Our school will provide opportunities for participation in parental involvement activities through Meet the Teacher, Open House, School Advisory Council, Parent Engagement Events, Parent Trainings, and Student Celebrations. ESOL teachers will be available to assist parents and provide translation when needed. Parents will be notified by our newsletter, marquee, automated calls, and school website. Accommodations will be made for any parents with disabilities.

UPLOADS

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 Microsoft Teams Folder 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 Microsoft Teams Folder 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 Microsoft Teams Folder and keep copies for your records.

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

Parent & Family Engagement summary (Building Capacity Summary)

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	3rd Grade Portfolio Night	1	13	With parents receiving information on FAST they will be able to help students with testing.
2	Math Night	1	37	Familiarizing parents with Math curriculum they can help students at home.
3	Science Night	1	38	Familiarizing parents with science curriculum they can help students at home.
4	Spring Reading Night/Fall Family Reading Night	2	45	Familiarizing parents with reading they can help students at home. Help parents make it fun at home.
5	Social Studies Family Night	1	19	Familiarizing parents with social studies curriculum they can help students at home.

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 Training Building Family Engagement	1	39	Participants gained knowledge about utilizing volunteers, parent engagement into their classroom to help student achievement.
2	Collaborative Planning Workshops	33	32	Participants gained knowledge of how to work together to make a cohesive team at all PLC meetings.

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	Transportation (Economically Disadvantaged)	Hold events close to or on school campus whenever possible.
2	Time of day for events (Economically Disadvantaged)	Vary times of day for events so parents have opportunities to attend most events.
3	Financial barriers (Economically Disadvantaged)	Continue to provide low cost or free events for parents.

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		

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 an 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	