Pasadena Lakes Elementary School
School-Level Parent and Family Engagement Plan (PFEP)
2025-2026

Mission Statement

We the PLE family, are committed to ensure that all students receive a quality education within a safe and nurturing learning environment.

Engagement of Parents and Families

Pasadena Lakes 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 parents of participating children [Sections1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). During the SAC meetings, parents will be provided information regarding the school's Title 1 allocation (inclusive of professional development and parent involvement allotments). Parents will be encouraged to provide input in the development and decision-making process of all Title 1 activities related to the school. An annual evaluation will be conducted using online and paper-based surveys completed by parents. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program and necessary additions or changes will be implemented as a result.

Coordination and Integration

Pasadena Lakes 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 (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].

	Program	Coordination
1	*Individual with Disabilities Education Act (IDEA)*	*Supplemental instruction support provided by the school will be discussed with parents during the development of the student's IEP.*
2	*Pre-School/VPK/Head Start Transition*	*The school will provide a Kindergarten Orientation prior to the first day of school to assist in the transition to kindergarten.*

Annual Parent Meeting

Pasadena Lakes 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	Staff Responsible	Timeline	Evidence Effectiveness
Public Meeting Announcement via PLE Website	*Technology Department*	*August 2025*	*Screenshot website announcement*
Public Meeting Announcement via PLE Parent Link and PLE Marquee	*Assistant Principal and Head Custodian*	*August 2025*	*Parent Link Report*
Annual Public Title 1 Meeting	*Principal, Assistant Principal, Title 1 Liaison, Teachers*	*August 2025*	*Agenda, PowerPoint Presentation, attendance sheets*
Data Faculty Meeting	*Administration/ Faculty and Staff*	*September 2025*	*Agenda, PowerPoint, attendance sheets*

Flexible Parent Meetings

Pasadena Lakes 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 to parental involvement [Section 1116(c)(2)].

Pasadena Lakes will schedule meetings (including virtual) to be held at various times during the day or evening including weekends to accommodate parents. Our school will hold an orientation (Open House) for each grade level to inform parents about the school's participation in the Title 1 program and encourage parents to be involved in reviewing and revising the school's Title 1 plan. Teacher's will hold a minimum of two parent teacher conferences during the 24/25 school year. Parents who do not have transportation, may request a phone conference. Free childcare will be offered during the parent involvement activities and will be advertised in Parent Links and Announcements. The School social worker may conduct home visits for parents who do not have transportation or who need other assistance.

Building Capacity

Pasadena Lakes Elementary will implement activities that will build the capacity for effective involvement of 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)(2)].

Specific Activity/ Timeline	**Person Responsible**	**Correlation to Student Achievement**	**Evaluation of Implementation and Effectiveness**
Title 1 Meeting/Open House ***August/September 2025***	Administration/ Support Staff/Teachers	Parents will be provided grade specific information and eLearning information	Parent Link, Power Point, Canvas Module, Parent Attendance Lists
Dad's Take Your Child to School Day **September 2025**	Support Staff	Father's will be introduced to educational activities they can do with their child	Parent Link, Sign In Sheet,
Literacy Night **January 2026**	Administration/ Reading committee/ Support Staff	Parents will be provided with grade specific instructional strategies and resource that they can use at home	Handouts, Sign-In Sheet, Parent Link, Newsletter

Science Night **February 2026** Career Day **May 2026**	Administration/ Science Committee/ Support Staff Support Staff	Science activities will be displayed for students and parents to participate in Parents and community members will be invited to share their careers with students.	Handouts, Sign-In Sheet, Parent Link, Marquee/Newsletter Handouts, Sign-In Sheet, Parent Link, Marquee/Newsletter
FSA Results/Data Discussions during Parent-Teacher Conferences **September 2025-June 2026**	Administration/ Teachers	Discuss assessment results, expectations and goals	Interims/Conference Forms

Staff Training

Pasadena Lakes 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)(3)].

Specific Activity	Person Responsible	Correlation to Student Achievement	Evaluation of Implementation and Effectiveness
Building Effective Parent/Teacher Collaboration	Support Staff, Various Staff Members	Staff will learn effective ways to support and encourage parent engagement	Agenda, PowerPoint Presentation, TEAMS Attendance sheets
Data Chats	Administration/ Support Staff/Teachers	Disaggregating and Analyzing Data to effectively communicate with parents.	Data Chat Schedules, TEAMS attendance, Sign in Sheets and notes
SAC Committees	Administration/ Teachers/Staff	Improve ability to work with parents in coordinating and improving parent involvement activities	Parent Links, Agendas, Minutes, Sign-In Sheets

Other Activities

Pasadena Lakes 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(e)(14)].

Pasadena Lakes Elementary will inform parents about the Title 1 Parent Resource Center's location and services (school and district) via PLE's school website, school newsletter, Title 1 Open House, and school literature. During parent/teacher conferences and parent involvement activities, parents will be informed of the school website, and specific resources providing links to ELA, Math and content activities for parents to utilize at home.

Communication

Pasadena Lakes Elementary will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *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)(4)(B)];*
- *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)(4)(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)(5)].*

Pasadena Lakes Elementary will provide information about Title 1 programs in a timely manner, using various methods of communication (online newsletter, school website, CANVAS Announcements, School Marquee, Parent Links, Meetings and Phone Calls). Teachers, staff and administrators will provide information about Title 1 programs, academic programs, Florida State Standards, Grade Level Expectations and forms of academic assessments during Open House/Annual Title 1 Meeting,

parent/teacher conferences, parent involvement trainings, and by parent request. Parents will be given the opportunity to ask questions to better understand the information provided during the Open House/Title 1 Annual Parent Meeting, monthly SAC meetings, parent/teacher conferences and parent involvement trainings. If applicable, parents will be notified of extended learning opportunities (ELO) offered with Title1 and non-Title 1 funds through the school's website and CANVAS Announcements, parent/teacher conferences and Parent Links.

Accessibility

Pasadena Lakes 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 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

Pasadena Lakes Elementary will provide the School Parent Involvement Plan (SPIP) in English and other languages as requested by parents. Parents will be sent notification of the plan in the online school newsletter, the school website, Parent Compact, SAC Meetings and per request. All correspondences regarding the parent meetings will be created in the requested languages and distributed to parents. When needed, translators will be available for parent meetings and parent involvement trainings.

School-Parent Compact

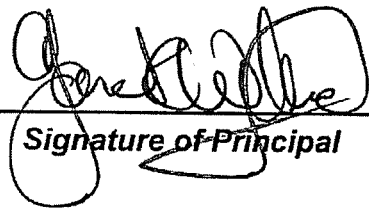
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement *[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 26, 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 29, 2025.



Signature of Principal **2/26/25**
Date



SAC Chairperson **2/26/25**
Date