



2026-2027 School Parental & Family Engagement Plan (PFEP)

School: Palmetto Elementary School

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Plan (PFEP) that describes how the school will build family capacity [ESEA Section 1116]. Please complete this form and upload it in the [Title I Drive - Teams](#).

Assurances

Please check all the boxes

☒	The school will involve the parents of children served in Title I, Part A programs in decisions about how funds are spent.
☒	The school will be governed by the statutory definition of parental involvement and will conduct programs, activities, and procedures in accordance with the definition outlined in Section 8101 of ESEA
☒	Jointly develop/revise with families the school parental involvement plan and distribute it to parents of participating children and make available the parental involvement plan to the local community. SAC minutes need to be submitted documenting the discussion and detailed feedback provided by parents on this plan
☒	Involve parents and families, 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 parental involvement plan and the joint development of the Title I Schoolwide Plan. SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan
☒	Use the findings of the parental involvement plan review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent Engagement Plan. The school will analyze the Title I Stakeholder survey data to develop this plan.
☒	Provide each family with timely notice of their right to request information about the professional qualifications of their child's teachers and paraprofessionals.
☒	Provide each family with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field.
☒	Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section 1116]
☒	Publish the complete PFEP on the School website and share it on social media. The school must upload proof of distribution with Title I required documentation.

Principal Name

Tiffany Wind

Principal Signature

Tiffany Wind

1. Involvement of Parents

Describe how your school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of **Title I programs, including involvement in decision-making of how funds for Title I will be used.**

Families at PLE will have opportunities for involvement in a variety of ways. This includes parent input for the upcoming year through the school's title 1 Budget, use of funds and our monthly SAC meetings, flyers notifying families of our meetings, where parent input will be asked for and used to make adjustments to the use of funds. During the year PLE will also work to communicate proposed amendments with our families at monthly SAC meetings to include parent involvement in the decision making process.

All parents were asked to complete the title 1 Stakeholder Input Survey to provide input and suggestions on planning for use of title 1 funds. This provided parents with the opportunity to review data to drive the decision making process.

2. Coordination and Integration with Other Federal Programs

Describe how your school will **coordinate and integrate parent and family engagement programs and activities with other federal programs such as Migrant, Head Start, ELL, etc.** Describe how your school will coordinate with other programs to integrate parent and family activities that teach parents how to help their children at home. [ESEA Section 1116]

PLE Families will be invited to participate in activities with other federal programs as well throughout the year through a variety of parent family trainings surrounding the ways to support student learning in ELA, Math, and Science Social Studies. Components of the trainings will also focus on increasing support for these topics for our ELL students with strategies that families can implement at home to support their child along with additional resources. PLE will also work to coordinate school open house and communications with our pre-k programs including Head Start to communicate with families programs available here at Palmetto.

3. Annual Parent Meeting

Describe the **specific steps your school will take to conduct an annual Title I meeting** designed to inform parents and families of participating children about the school's Title I program.

PLE will host our annual Title 1 meeting prior to our meet the teacher event. This is our highest participation event we hold annually, which maximize parent and family access to our annual Title 1 meeting to become more informed about Title 1 programs, funds, impacts and parent involvement opportunities related to it. Flyers are sent home to parents in three languages informing them of the Annual Meeting. Additionally, a caller is done in 3 languages and information is posted on the marquee. Twitter and Facebook are also used to disseminate information. The day of the meeting information is presented and distributed to all parents. Translations are available during meeting. Sign-in sheets are kept for documentation purposes.

Provide a description of the nature of the Title, I Program that will be shared with parents and families (schoolwide or targeted assistance). Provide a description of how the meeting will cover the rights of parents at the annual meeting. **Schools should use the Annual Title I PPT template provided by FSCG during this meeting.**

The title 1 program shared at PLE will follow the template provided by CCPS for the Annual Title 1 PPT template. This will ensure all required components are covered within the meeting. PLE will also provide translation services during the presentation and meeting to ensure families whose primary language is not English have access to the meeting. This will be shared in a school wide format, then posted digitally to our school website and social media accounts to increase access as well.

4. Flexible Parent Meetings

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

The school will offer flexibility in meetings including both before school and after school activities for families. This will include meet the teacher which will be during school hours during in-service week. During the school year, Curriculum Night Literacy Night and Books Arts and Music Night will be held in the evenings. Each quarter our family involvement teams will host morning events, specific to students grade levels to support family engagement related to content area goals

aligned to the school improvement plan. Looking at 25-26 attendance data, PLE will move student led conferences to a morning event, due to the greater turn out from families during our morning events. Grade levels will be assigned different weeks at the beginning of semester 2 and host before school, this should allow an increase in participation with these events.

How will your school provide, with Title I funds, transportation, childcare or home visits, as services relate to parent and family engagement?

Our school will use a portion of the Title 1 funds to assist in paying for materials and food for family engagement activities before school at our parent involvement quarterly activities supporting students in Reading, Math and Science activities aligned to SIP goals.

5. Building Capacity

Please describe all activities that will address the following questions.

- How will the school implement activities to build the capacity for meaningful parent/family involvement?
- How will the school implement activities to build community relationships to improve student achievement?
- How will the school provide materials and training to assist parents/families to work with their child(ren)?
- How will the school provide other reasonable support for parent/family engagement activities?
- **How the school will coordinate and provide activities that support student transition (kindergarten, middle school, high school & college). List at least one activity to support the transition.**

Activity Name	Activity Description and Content	Timeline
Pre-K Stars on Tour- Transition Activity	Incoming kindergarten students and current preschool students will be invited with their families to take a tour of PLE, hear about a typical day in Kindergarten, visit the media center and obtain helpful information related to the school day, uniforms and procedures.	April 24, 2026
Annual Title I Meeting & Open House	All incoming K-5 parents will be invited to our annual title 1 meeting and open house in August. Families will meet their teacher, hear a title 1 presentation explaining our use of funds, ways to become involved at PLE including joining SAC, PTO, volunteering and supporting their student at home through a variety of ways through on going parent family engagement activities throughout the year.	August 2026
Curriculum Night	All families will be invited to curriculum night to go over grade level expectations, curriculum information, daily schedules, as well as ways to communicate with the classroom teacher through a variety of platforms.	August 2026
Literacy Night	Families will be invited to a literacy night event to take part in a variety of literacy activities that can be done at home in the family setting.	January 2027
Mid-Year Student Led Conferences	All families will be invited to student led conferences before school for their assigned grade level. Students will have the opportunity to share their goals in the areas of Reading, Math and Science as well as progress on Florida Assessments including STAR and FAST testing. This will help to shared with families current performance and real time data as well as progress throughout the year.	January 2027
Quarterly Family Morning Events	All families will be invited to attend morning activities plan by our family involvement action teams. This will include a morning event for ELA, Math, and Science. Additionally, after these events with their child we will have a 15-30 minute parent training following this to provide additional resources and	Once Per Quarter

	strategies to promote learning at home. Examples are "Wake Up with Waffles, Poppin with Pop Pop-Tarts, Donuts with Grown Ups.	
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6. Staff Training

Describe the professional development activities the school will provide to educate the **teachers, specialized instructional support personnel, principals, other school leaders and other staff** with the assistance of parents/families on:

- How to reach out, communicate, and collaborate with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent and family programs and build strong ties between parents and schools

During the school year PLE integrates training for staff on how to increase communication in a variety of areas. This includes beginning of the year training on how to support families through communication through school wide Thursday Folders, parent phone calls, use of class dojo, class messaging apps, as well as documentation tools including our parent conference logs for Title 1. During the school year we also work to support new teachers in setting up strong relationships with families at the beginning of the year through specific small group meetings to greater support new teachers. Our school also works to have staff serve on a variety of action teams, and one of our school wide action teams is our parent involvement team, which works with our grade levels to design, promote and implement specific parent involvement family events here on campus.

7. Communication

Describe how your school will provide timely information about the **Title I programs (PFEP Plan, SIP, and any programs funded with Title I)**

PLE shares the PFEP, compacts and SIP information with our families through a variety of platforms. We post our upcoming school wide events in all three languages on our school website, Twitter, and Facebook. We also use our blackboard messaging system with our families to text and auto-dialers. We also provide print flyers during school for upcoming events in multiple languages.

How will your school **share with parents** the curriculum at the school, the forms of assessment used to measure student progress, and the achievement levels students are expected to obtain?

At the beginning of the year, we host a curriculum night for families to attend with their classrooms teacher. During this night teachers share an overview of the curriculum for the rest of the year in reading, writing, math, science and social studies. This is also an opportunity for teachers to share what the grade level Florida Assessments will be for their child's grade level. Families are also given notifications through our district communication systems that allow them to see their child's current assessment scores throughout the year on PM1, PM2, and PM3 tests. Report cards are sent home quarterly to inform families of their child's current performance.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

During the year parents have the opportunity to sign up for conferences with teachers with options of before, during or after school, both with the option of in person or via the phone. Families whose primary language is not English, also have the opportunity to have a tutor in the conference for translation supports.

How will your parents/families submit comments if the Schoolwide/SIP and Parent and Family engagement plans are not satisfactory to them?

PLE families will have the opportunities to provide comments and feedback on the School Wide SIP and Parent and Family Engagement Plans through input at our monthly School Advisory Council meeting. During the monthly meetings PLE shares the SIP as well as updates and adjustments based on data and how the school works to continuing support of all students.

8. Accessibility

Describe how your school offers parent/family engagement activities **for all** parents/families. **(Including parents with limited English proficiency, disabilities, and migratory children).**

PLE offers multiple parent and family engagement activities throughout the year at various times to support families that may have different work schedules. PLE has a significant number of students families who primary language is Spanish. At all of our events we provide translation services so that families may have accessibility to the content being shared with support for our school tutors.

Describe how your school will share information related to school and parent/family programs, meetings, school reports, and other activities in an **understandable, uniform format and in languages that the parents/families can understand.**

PLE shares all of their information with families including information about programs, meetings, and school reports in easy to read information and also in multiple languages- English, Spanish, and Creole. We have our leadership team proof and review all communication in order to make sure the information is communicated effectively. We also inform the front office staff about our upcoming events and answers to common questions families may have regarding information sent home. Additionally, a monthly newsletter is sent out throughout the use of Smore and a paper calendar is sent home as well with all of the activities for the upcoming month.

9. Barriers

Describe the barriers that hindered participation by parents **during the previous school year.** Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Limited English Proficiency	The school uses Title 1 funds to pay for an additional tutor at PLE who is bi-lingual, this was a successful use of funds and for the upcoming year PLE will pay for 2 ELL tutors using title 1 Funds.

10. Upload Evidence of Input from Parents on the development of the PFEP

Upload a copy of SAC minutes that include a statement that parents were given the opportunity to discuss and provide input on the **FY27 Parent & Family Engagement Plan (PFEP)** prior to approval. Be specific about the feedback provided by parents. Please upload the document in your school folder in the [Title I Drive - Teams](#).

11. Upload FY27 Parent-School Compact

Upload an electronic version of the FY27 Parent-School Compact. Please upload document in your school folder in the [Title I Drive - Teams](#).

12. Upload Evidence of Parent Involvement in Development of Parent-School Compact

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY27 Parent –School Compact** prior to approval. Be specific with the feedback provided by parents. Please upload document in your school folder in the [Title I Drive - Teams](#)

Evaluation of the Previous Year's Parent and Family Engagement Plan

Review your FY26 School Parent and Family Engagement Plan (PFEP) and complete the sections below.

1. Building Capacity Summary

Provide a summary of activities provided during the **2025-2026** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting,

Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below. Please make sure that the numbers match the Parent Event Tracking Sheet uploaded in your Title1Crate for FY26.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity build parent and family capacity to improve student achievement? If it was not completed, provide a rationale.
FY26 Annual Title 1 Meeting	1	983	Families were able to come to the annual title 1 meeting during meet the teacher so that they could hear about title 1 funds, use of funds, the school improvement plan, and how the funds support student learning. They were also provided the opportunity to join our School Advisory Council and heard about other ways that they could become involved.
Pre-K- Stars on Tour	1	46	Incoming Kindergarten students and current preschool students were invited with their families to take a tour of PLE, hear about a typical school day in Kindergarten, visit the media center and obtain helpful information related to the school day, uniforms and procedures.
Literacy Night and Student Led Conferences	1	315	Families were invited to literacy night and student led conferences where students had the opportunity to share their goals in the areas of Reading, Math, and Science as well as progress on Florida Assessments including STAR and FAST testing. This will help to share with families current performance and real time data as well as progress throughout the year.
FY26 Curriculum Night	1	685	Families were invited to classroom teachers to learn an overview of the daily schedule, content area focuses, and benchmarks and standards aligned to curriculum as well as we what testing would be for their grade levels.
Morning Events Mornings with Muffins and Math	3	46,67, 35	Morning events hosted throughout the year for parents to engage with their student in grade level specific activities related to content area goals included in the school improvement plan including Reading, Math, and Science. Each
Bagels with Books	2	59, 93	
Morning Donuts and Science	3	128,131,87	

2. Staff Training Summary

Provide a summary of the **professional development** activities provided by the school during the **2025-2026** school year to educate staff on the importance of Parent and family engagement. 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	How did this activity build parent and family capacity to improve student achievement? If it was not completed, provide a rationale.
Parent Engagement Staff Training	1	96	Trained staff how to effectively communicate with parents to build relationships that positively impact student achievement.

3. Review your FY26 School Parent and Family Engagement Plan (PFEP) Barriers Section.

To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School took to Overcome	Implementation (Full, Partial, Not Yet)
Supporting ELL Students and Families	Teacher in Service Week-Family Communication-increased communication through tutor supports	Fully
Supporting ELL Students and Families	Title 1 Funds Use to Purchase additional ELL Tutor	Fully