



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

**School: Calusa Park Elementary**

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. <b>SAC minutes need to be submitted documenting the discussion and detailed feedback provided by parents on this plan</b>                                                                                      |
| ✓ | 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. <b>SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan</b> |
| ✓ | 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. <b>The school will analyze the Title I Stakeholder survey data to develop this plan.</b>                                                                                                                                        |
| ✓ | 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**

Susana Summers

**Principal Signature**

### 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.**

The School Advisory Council provides input regarding parental involvement at Calusa Park Elementary School. The Council meets monthly (8 times per year) and is an important contributor to the planning process. A Title I Stakeholder Survey is provided to parents to give them an opportunity to have input and provide suggestions into the planning process for parent involvement including how we utilize our Parent Involvement Funds from our Title I budget. Our SAC members are given the opportunity to ask and answer questions about parent involvement and during meetings they contribute their thoughts and ideas for consideration.

### 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]

We work to coordinate family activities that engage parents and students in grade-level appropriate curriculum that will continue to have a positive impact on student achievement.

Parent involvement activities are developed to align with school improvement initiatives and areas of greatest need for students. We work with our ESE and ELL staff to ensure that parent and family engagement events are planned to meet the needs of all of our stakeholders.

Our Head Start Liaison communicates with families regarding our program on a regular basis. All teachers hold parent conferences for each student, and two student led conferences are hosted per year.

We plan to host two International Café evenings for parents to train them on how to access the parent portal, student progress report, and have a stronger understanding of our school district systems as well as available community resources. We will also plan to host our annual technology conference to invite all 4<sup>th</sup> and 5<sup>th</sup> grade parents to school and allow students time to showcase their technology talents.

### 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.

Our school provides an Annual Title I meeting so all parents can access the information shared about our program. The administrator pre-records the message so that parents can preview it at the Annual Title I meeting/Curriculum Night and it is also posted online through our school website to ensure that all parents have access to this information.

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.**

During the Annual Title I Meeting, an administrator will explain the school-wide Title I Program, the Title I budget, communication strategies, School Improvement Plan summary, parent involvement activities, and parent resources. A document outlining the rights of parents will be given to each parent at the meeting.

### 4. Flexible Parent Meetings

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

Our SAC Committee members voted to hold meetings in the morning beginning at 7:45 a.m. Our PTO has hosted both morning and late afternoon meetings. Other school meetings are offered in

both the mornings and evenings for the convenience of our parents. We try to offer flexibility to accommodate their needs.

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

Our Head Start program follows the guidelines and our teacher conducts required home visits for all eligible students. In addition, we provide translation as needed and some, but not all, events include food.

## 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         |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Meet the Teacher                        | Parents of students grades Pre-K -5 will Meet and Greet their child's homeroom teacher.                                                                                                                                         | August           |
| Annual Title I Meeting/Curriculum Night | Parents will receive information about Title 1 and their child's grade level curriculum and classroom expectations.                                                                                                             | August-September |
| Family Literacy Night                   | Literacy Nights will provide engaging hands-on activities to enhance learning and parent engagement.                                                                                                                            | January          |
| STEAM Mornings                          | STEAM mornings are designed to provide engaging hands-on activities to enhance learning and parent engagement. Each grade level will have one designated morning for this event.                                                | Throughout Year  |
| Student Led Conferences                 | In person student led conferences sharing achievement data with their parents.                                                                                                                                                  | 1 per semester   |
| 5 <sup>th</sup> Grade Transition        | 5 <sup>th</sup> Grade Students attend transition activity at their zoned middle school. CPE shares middle school parent night information with families as appropriate.                                                         | April            |
| PreK Stars on Tour and Kinder Round-Up  | Incoming parents and students will be invited to participate in a rotation activity and learn about expectations for entering kindergarten. Pre-schools choosing to participate in Pre-K Stars on Tour will be invited as well. | April            |
| Technology Conference                   | Parents of all 4 <sup>th</sup> and 5 <sup>th</sup> grade students were invited to the first annual technology conference for students to showcase their technology talents.                                                     | March            |

## 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

Teachers receive parent involvement training at the start of each school year (in-service week) to review best practices in parent communication and engagement. Our front office will continue to be trained on creating a welcoming school environment. Our administrative team will also participate in any district-provided training throughout the year on engaging families. We will continue our Leader in Me initiatives, which include parent engagement strategies.

## 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)**

A full description of the Title I program will be presented at the Annual Parent Meeting in conjunction with our annual Curriculum Night. Additionally, information about our Title I Program is available in our front office and is provided at our monthly SAC meetings. School communication is provided to parents on a regular basis through flyers, dialers, Twitter, Facebook, S'more newsletters, our school website, etc. Our School Improvement Plan will be shared with parents and community members during our SAC meetings, and an abbreviated version will be sent home to families in print in three languages. The PFEP and Compact information will be sent home to families during the first week of school in all three languages (brochure style). They will also be posted on our school website.

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?

Information regarding the curriculum, grade level expectations, and the assessments used to measure student performance will be provided by individual grade level teachers during Curriculum Night. The assessment calendars are posted on the school/District website. Parent letters are also sent home in three languages for specific district and state testing administrations.

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)?

Our school already provides opportunities for parents to regularly engage in all school initiatives through our School Advisory Council which meets monthly and our Parent Teacher Organization which meets quarterly.

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

Our school already provides opportunities for parents to provide input into our educational systems through our School Advisory Council which meets monthly and our Parent Teacher Organization which meets quarterly. The principal and assistant principal are also in attendance daily along with our school counselor and are happy to meet with parents about any suggestions or concerns. Translation would be made available.

## 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).**

All parents/families, including those with limited English proficiency or with disabilities will have access to parental involvement activities and/or services through support staff, translators, materials sent home, and any other supports as needed.

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.**

Information is shared in a variety of formats and in three languages including English, Spanish, and Creole.

## 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                           | Provide translation. School also invested, using Title I funds, in translator devices to provide to staff members. Work to ensure that staff know how to use devices to best support parent communication. |
| Parent Work Schedules                     | Work with staff to host events both in the mornings and after school hours to provide more opportunities.                                                                                                  |

#### 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 FY26 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. |
|-----------------------------------------|----------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Annual Title I Meeting/Curriculum Night | 1                    | 214 Parents<br>206 Students | Shared Title I information with families.                                                                                            |
| Meet the Teacher                        | 1                    | 561 Parents<br>501 Students | Helped introduce families to teacher to strengthen home/school connection.                                                           |
| Kindergarten Teddy Bear Picnic          | 1                    | 89 Parents<br>100 Students  | Families were able to spend time with children and school helping strengthen home/school connection.                                 |
| 2 <sup>nd</sup> Grade STEAM Event       | 1                    | 16 Parents<br>14 Students   | Engaged parents/children in hands on activity to strengthen home/school connection.                                                  |
| Kindergarten Thanksgiving Feast         | 1                    | 91 Parents<br>100 Students  | Families were able to spend time with children and school helping strengthen home/school connection.                                 |
| Pre-K Thanksgiving Feast                | 1                    | 46 Parents<br>37 Students   | Families were able to spend time with children and school helping strengthen home/school connection.                                 |
| Family Literacy Night                   | 1                    | 130 Parents<br>115 Students | Families were able to engage in literacy activities and games together. We also hosted book fair the same evening.                   |

|                                                               |   |                                                                                                  |                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------|---|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 <sup>rd</sup> Grade STEAM Event                             | 1 | 32 Parents<br>29 Students                                                                        | Engaged parents/children in hands on activity to strengthen home/school connection.                                                                                                                                                                  |
| 4 <sup>th</sup> & 5 <sup>th</sup> Grade Technology Conference | 1 | 4 <sup>th</sup><br>29 Parents<br>26 Students<br><br>5 <sup>th</sup><br>25 Parents<br>23 Students | Engaged parents in learning about their child's technology talents. Hosted 2 to 3 classes each morning over the course of 4 different mornings.                                                                                                      |
| Kindergarten Round Up                                         | 1 | 25 Parents<br>16 Students                                                                        | Welcomed incoming (SY27) Kindergarten parents and students to CPE to learn about kindergarten and get acquainted with school.                                                                                                                        |
| Habit Hero of the Month Assembly (May)                        | 1 | 35 Parents<br>45 Students                                                                        | On the last Friday of each month, one student from each class was recognized for demonstrating our leader in me habit of the month.                                                                                                                  |
| Student Led Conferences                                       | 1 | 350 Parents<br>325 Students                                                                      | Parents were invited in for in-person student led conferences during arrival time with their child. Students lead the conference by sharing their data, goals and achievements with the families. These took place every morning for one whole week. |

## 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 Involvement Teacher Training | 1                    | 60                     | Provided instructional staff members on ideas of how they can engage families in the student's education.                            |

## 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 (PFE) funds be used to address the barriers that persist?

| Barrier (Including the Specific Subgroup) | Steps the School took to Overcome                                                                                                                                                                                  | Implementation<br>(Full, Partial, Not Yet) |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| Limited English Proficiency               | Provided translators for all meetings and ensured school information was translated into three languages or was in a format that parents could translate such as the school website. We will continue these steps. | F                                          |
| Parent Work Schedules                     | Scheduled events at various times to try to accommodate differing needs when possible. We will continue these steps.                                                                                               | F                                          |