



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

School: Cypress Palm Middle 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 Section1116]. 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 Section1116]
✓	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

Deborah L. Cox

Principal Signature

Deborah L. Cox

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.**

All parents will be asked to complete the Title 1 School Stakeholder Input Survey to provide input and suggestions on planning for use of Title 1 funds. This will provide parents with the opportunity to review data that drives the decision-making process.

The School Improvement Plan (SIP) goals will be reviewed in an open meeting to solicit parent input. The PI policy will be reviewed with the School Advisory Council (SAC) at an open meeting that will be advertised to all parents via flyers and phone auto-dialers. SAC will be consulted on the appropriate use of funds. SAC will also be involved in a review of PI parent surveys. SAC Chair and principal will collaboratively review and sign all PI documentation.

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]

Our school works with ESE and ELL program staff to ensure that all parent and family engagement initiatives are addressed topics of interest and needs to our diverse population of stakeholders.

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.

- Flyers will be sent home to parents in three languages informing them of the annual meeting.
- An auto dialer will be sent out to parents in three languages and information will also be posted on the school marquee.
- Social media – Meeting information will be posted on Twitter and Facebook.
- Translation services will be available during the meeting. Sign-in sheets will be kept for documentation purposes.
- Title I discussion/information will be conducted during the Annual Title 1 meeting by the principal 08/2026.
- Provide opportunities for feedback via personal email systems and surveys. Principal 09/2026

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 I budget spending, Parents' Right to Know, communication strategies, School Improvement Plan summary, parent involvement activities, and parent resources will be shared during the Annual Title I meeting on 8/2026.

4. Flexible Parent Meetings

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

Based on the feedback from the Title I School Stakeholder Input Survey, many parents answered inconvenient days/times. The preference was Wednesday and Thursday. The principal will survey SAC parents regarding changing the time.

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

CPM will provide childcare for families at all parent involvement meetings if needed and will provide translation services in all three languages

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
6 th Grade and New Students	Parents of 6 th graders and the 6 th grade students and new students may come to tour the building.	Week of August 3rd
Annual Title I Meeting/Curriculum Night	Title I meeting, parent input, and curriculum information for parents	August 2026
Parent/Teacher Conferences	Counselors facilitate conferences with parents, teachers, and students to increase student achievement.	Ongoing during the school year
SAC Meetings	Each month SAC members review current policies, issues and make recommendations for improvement	First full week of the month on Thursday
Fall Festival	Night of fun for the family – games, food trucks, and lots of other activities	October 2026
Take Stock in Children Night	Learn how to apply for a College Scholarship for your child through Champions for Learning/Take Stock in Children	September 2026
Literacy Night	Learn how to assist your child at home to improve their skills in reading	January 2027
Math Night	Learn how to assist your child at home to improve their skills in math	January 2027
Accessing Focus	Learn how to access student information through Focus	January 2027
Preparing 8 th Grade Students for High School	Parents will learn about the high school programs in their zoned high school	February 2027
Rising 6 th Graders	Transition to middle school night. This informs parents and students on what to expect in high school.	April 2027

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 teacher Professional Development in September, parent involvement training will be provided. It will review best practices in communicating with parents and involving them in their child's education.

- CPM will continue ongoing staff trainings in opening school workshops that focus on the value and utility of contributions of parents.

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)**

CPM will send home information and access to the schools and district's parental involvement policies and plans, including how parent involvement funds will be used. In addition, parents will have access to the complete plan in the front office, in the parent involvement brochure, the school web site and during parent and School Advisory Council meetings. Parent input was sought for, the school PI plan, and the use of parent involvement funds. A newsletter is also sent home that highlights key PI information such as upcoming workshops and meetings involving the PI plan and policy.

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?

The assessment, curriculum, student progress and achievement levels will be shared during our Open House, SAC meeting, and Parent Involvement meetings and school website. The agenda and PowerPoints will have slides to address all the topics listed above.

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)?

Opportunities will be provided through surveys, all meetings throughout the year and/or discussions that allow parent input on their child's education.

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

All meetings that take place throughout the year (SAC, Parent Involvement) and/or discussions will be available for parent input. The agenda for the meetings have parent feedback as an item to discuss the last few months of school. This is a great way to get parent feedback for the SIP and PFEP plan. Parents will also be sent a link to a survey that will allow feedback/comments/suggestions. The link to the surveys will be available on our school website.

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).**

Translation services will be provided by ELL staff at parent meeting/training. Documentation sent home will be provided in three languages. Services and accommodations are provided for parents with disabilities to allow them access. Every event flyer sent home has the information needed for parents that need translation and/or accommodations ahead of time.

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.**

Translation services will be provided by ELL staff at parent meeting/training. Documentation sent home will be provided in three languages. Every flyer sent home has information needed for parents that need translation and/or accommodations ahead of time.

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
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English not family primary language	CPM will provide translation at every parent meeting. All information will be sent home via email or regular mail and will be available in three languages.
Parent availability for events	Use of a survey to determine date and time that is convenient for the majority

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.
FY26 Annual Title I Meeting	1	151	Delivered meaningful benefits and support to families through Title I funding and programs.
Parent Event – Take Stock in Children	1	37	Provided families with hands on information about how to apply for Take Stock in Children through Champions for Learning.
Parent event – Math Facts	1	65	Provided families with information about the math curriculum, including activities and strategies to support the reinforcement of math concepts at home. Additionally, state testing information was shared to keep families informed and engaged in their child's academic progress.
Parent Event – How to Support Literacy at Home	1	35	Provided families with information about the literacy, including activities and strategies to support literacy at home. Additionally, state testing information was shared to keep families informed and engaged in their child's academic progress.

Parent Event – How to Access am Utilize Focus	1	65	Provided families with information about the student information system and how to locate their child's grades and attendance. Additionally, state testing information was shared to keep families informed and engaged in their child's academic progress.
Rising 6 th Grade Parent and Student Orientation	1	107	Provided families with information about the school to assist students and parents in transitioning from elementary to middle school.

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.
Staff Training for Parent and Family Engagement	1	100	This initiative helped our staff recognize the importance of building positive relationships with families. The techniques and strategies introduced have been consistently applied throughout the school year.

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 (Full, Partial, Not Yet)
Unable to attend events due to work schedule	Offering a flexible meeting schedule with opportunities for participation in both the morning and evening. Ensure that all parents have access to explanations of meeting outcomes by providing opportunities to call or visit the school, with support available in their preferred languages.	Partial
Unable to attend due to childcare	Enhance communication efforts to inform families that free childcare is provided by the school to support attendance in the morning and after school events. Additionally, student participation in these events is actively encouraged	Partial