

Everglades Elementary Title I, Part A Parent and Family Engagement Plan 2023–2024

I, **RaeAnn Whiteside**, 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 projects, 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 outlined in ESEA Section 8101;
- ✓ Engage the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for family engagement are spent [Section 1116(b)(1) and (c)(3)];
- ✓ Jointly develop/revise with the family that has custodianship of the student the school parent and family engagement policy and distribute it to parents of participating children and make available the parent and family engagement plan to the local community [Section 1116(b)(1)];
- ✓ Engage parents and family, 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 parent and family engagement policy and the joint development of the school wide program plan [Section 1116(c)(3)];
- ✓ Use the findings of the parent and family engagement policy review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement policy [Section 1116(a)(2)(C)];
- ✓ If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- ✓ Provide to each parent and family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- ✓ Provide each parent and family timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not certified within the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and

- ✓ Provide each parent and family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)(i)(I) and Section 1112(c)(1)(A)(ii)].

Signature of Principal or Designee

Date Signed

Summary of 2022–2023 Family Engagement and Needs Assessment

This process will help your family engagement committee (which includes parents and other stakeholders) make data-driven decisions about plan implementation for the upcoming year.

Family Engagement Fiscal Overview		
Total Parent & Family Allocation for 2022-23	Total Family Engagement Funds Expended during 2022-23	Total Family Engagement Funds Remaining
\$2934	\$1,764.97	\$1,169.03
If you have remaining funds, explain why they were not fully expended?	We had to reserve money for price changes when we used online stores to purchase items. Also, items that were originally intended to purchase were not fulfilled.	

Building Capacity Summary (2022-23)		
<u>Family Engagement Data Tracker</u>		
Name of Training (add all activities from the 22-23 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this activity was successful? Include data and/or survey results)
Trick & Treat Night	640	Parents were provided with an educational trick to support their child from home and students received a treat.
Annual Title 1 Meeting	4	Parents were provided with information regarding the Title 1 programs in place at EES.
APTT meetings	0	APTT was not held at EES.
Holiday Movie Night	0	This event did not occur this year due to time constraints.
Only activities that were included in your school's 20-21 Parent and Family Engagement Plan have been listed. If		

an activity wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.

Staff Family Engagement Training Summary (2022-2023)		
Name of Training (add all trainings from the 22-23 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this training session was successful? Include data and/or survey results)
PLCs	58	Administration and Reading Coach provided follow-up and visited classrooms to make sure training was being implemented.
Literacy First and ECRI PD	58	Administration and Reading Coach provided follow-up and visited classrooms to make sure training was being implemented.
Only training sessions that were included in your school's 22-23 Parent and Family Engagement Plan have been listed. If a training wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.		

Parent & Family Engagement Plan (PFEP) 2023-2024

Everglades Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)]

The review and development of the PFEP is held at the end of the school year as an evaluation of your school's family engagement process. This is also an opportunity to connect with parents to start planning for the upcoming school year.

2	Explain the role of parents in the review and revision of the PFEP?	The school seeks parent input frequently via a series of sponsored events and committee meetings of the School Advisory Committee (SAC) and the Parent & Family Engagement Committee (PFEC). All Title I events and meetings are documented by sign - in sheets and an agenda.
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		<p>Committee meetings will also be documented via summary notes and/or minutes. The SAC and PFEC are responsible for reviewing the annual school climate survey, planning for use and application of PFE budget/funds, and any needed changes or updates to the PFEP. The PFEP will be developed using parent input from the annual district-sponsored (by-school) climate survey, a meeting of the PFEC in early June annually, and input collected during fall events in August and September, like the annual goal-setting barbeque and the first SAC meeting of the school year.</p>
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<p>3</p>	<p>When will your school distribute and explain the 2023-24 PFEP to parents and family members?</p>	<p>The 2023-24 PFEP will be made available on the school's website by early October, and copies in English and Spanish will be placed on the office counter at the same time for public inspection and acquisition. The PFEP will also be explained at the Annual Title I meeting in early September.</p>
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<p>4</p>	<p>Identify the various formats your school will use to distribute the 2023-24 PFEP?</p>	<p>The formats to be used for distribution of the PFEP for 2023-24 are: school website, mass email accounts on Skyward Messenger to students, copies in two languages on the office counter in the main office.</p>
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Everglades Elementary shall involve 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children. [Section 1116(c)(3)]

<p>5</p>	<p>Describe how parents participate in developing the family engagement program and activities.</p>	<p>As previously described, select parents are invited to the annual PFEP work session in early June. The Principal posts invitations in the school newsletter and the Assistant Principal follows up by ensuring parent representation in the group. Parents are also invited to provide feedback on the annual district (school by school) survey. Results of the survey are considered during the annual planning committee work session in early June, Parents are also afforded opportunities to provide input at engagement events, both formally and informally throughout the school year.</p>
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6	Explain the role of parents when developing the schoolwide program.	Parents participate as described above, as well as in the School Improvement Planning (SIP) process through involvement in the School Advisory Committee (SAC) and the Parent & Family Engagement Planning Committee (PFEPC). Major annual school-wide focus areas are determined via these processes in combination with district level initiatives related to the strategic plan, and needs assessment data analysis conducted during annual “reflection” meetings hosted by the Principal.
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Annual Title I Meeting

Everglades Elementary shall convene an annual meeting, at a convenient time, 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 to be involved. [Section 1116(c)(1)]

7	When and where will the annual Title I Meeting take place?	The annual Title I Meeting will take place on (October 17, 2023)at (5:15pm) in the (Media Center).
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8	How will parents be notified about the annual Title I meeting?	The school will notify parents of the annual meeting via posting on the website events calendar, the school’s Facebook page, by mass email, verbal and text announcements via Talking Points, and via the Parent Newsletter.
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9	Who is responsible for conducting the annual Title I meeting?	The Principal is ultimately responsible for conducting the annual Title I meeting. The Principal is assisted by the Assistant Principal. Interpretive assistance is also provided by the school’s Migrant Advocate, or other Spanish speaking employee.
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Flexible Meetings

Everglades Elementary School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. [Section 1116(c)(2)]

10	Describe the types of meetings your school will offer parents.	Grade level teams will schedule parent meetings during the Early Release Day in September. MTSS and IEP meetings are scheduled at the convenience of the parent
11	Describe the flexible meeting schedule your school will offer parents.	Parents are provided the opportunity to schedule parent conferences with teachers before, during, and after school.
12	How will your school assist with transportation, childcare, or home visits when requested?	Administration assists with home visits and transportation as needed.

Communication

Everglades Elementary shall provide parents of participating children—

- A. timely information about programs under this part;
- B. 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 standards; and
- C. 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)]

13	Describe how your school will provide timely information to parents about Title I, Part A programs and activities throughout the school year?	The EES handbook is included in all student agendas. Teachers send home weekly newsletters that include information regarding meeting dates and times, as well as standards taught and homework information. A monthly parent newsletter is sent out from administration.
14	List the tools and resources you will use to provide timely information to parents about Title	The school sends out a monthly newsletter that outlines important events and happenings at school. There are links to educational resources that parents can access at home to

	I, Part A programs and activities throughout the school year.	assist their child. Parents receive communication through the school's website, Facebook page, flyers, newsletter, and the school marquee.
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15	Give a description and explanation of the curriculum used at your school.	The Reading curriculum utilized is Savis. Social Studies uses Pearson My World. Math is GoMath. Science is Pearson Elevate.
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16	Give a description and explanation of the forms of assessment your school uses to measure student progress.	Assessments are included in the core curriculums. In addition, all students take the STAR assessment 3x per year. Students in grades 3rd-5th take the FAST assessment 3x per year.
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17	Give a description and explanation of the achievement levels students are expected to obtain.	For statewide assessments, students are expected to earn a proficiency level of 3 or higher.
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18	What decision-making opportunities are available for parents at your school?	Parents are invited to provide input in the development of our school improvement plan, the development of our PFEP, and participate in all school advisory council meetings.
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19	How will the school communicate opportunities for parents to participate in decision-making?	The school will provide meeting dates and times on Facebook and in the monthly parent newsletter that is sent by email and posted on the school website.
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If the schoolwide 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 educational agency. [Section 1116(c)(5)]

20	Briefly describe how and when the schoolwide program plan is explained to parents. Also, how will your school address unsatisfied parents?	The program is explained at annual Title I Meeting, and via published documents required by the Title I Program. If parents have negative comments, give the comments to the principal who will present them to the district office.
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To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **Everglades Elementary** shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children. [Section 1116(e)(1)]

21	Name of Activity	Resources planned to assist parents	Actions planned to assist parents
	Open House, Aug 8, 2023	At Open House, parents are encouraged to become involved in SAC and Parent Involvement. Parents are also provided information about the educational programs in place at EES.	Parents are encouraged to join our SAC and Parent Involvement teams. Parents are given information about our educational and online programs.
	4H Poultry Workshop, Oct 7, 2023	4H Extension Office and Cindy Kinard will lead the instruction for students and parents.	Parents are provided information on how to sign up for 4H through the 4 H Extension Office.
	New World Reading, Nov 14, 2023	This is a HEC sponsored event that will focus on K-2 for this current round. Parents listen to an overview of the program and are provided with literacy activities to do at home.	Parents are encouraged to attend and sign up for the program which provides free books delivered to students each month.
	Trick and Treat Night, Oct 26, 2023	This is our largest event of the year that brings in our families to learn about how to support their child at home.	Parents are provided an educational trick to support their child from home and students receive a treat.
	New World Reading, Jan 30, 2024	This is a schoolwide event sponsored by the Education Foundation of Okeechobee event that will focus on K-2 for this current round. Parents listen to an overview of the program and are provided with literacy activities to do at home.	Parents are encouraged to attend and sign up for the program which provides free books delivered to students each month.

Everglades Elementary shall provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement. [Section 1116(e)(2)]

22	Name of Activity	Resources planned to assist parents	Actions planned to assist parents
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<p>Parent Information Meetings on September ERD</p>	<p>Various educational resources relating to instruction, testing, and standards are provided for parents at the meetings.</p>	<p>During the meetings, parents are provided with various instructional resources and strategies to use at home to help their child academically. In addition, teachers will model and provide examples for parents of how to support their child educationally from home.</p>
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Everglades Elementary shall educate teachers, specialized instructional support personnel, principals, and other school leaders, 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 the school. [Section 1116(e)(3)]

23	Name of Activity	List activities planned (such as book studies, PLCs focusing on family engagement, on-site PD, training venues)	Describe the role of parents when developing training sessions
	PLCs	During PLCs, teachers are provided with information on research and best practices for communicating with parents. Teachers are trained on how to support parents on the educational process from home.	Parents are surveyed multiple times throughout the year. Parent input is requested at all staff and SAC meetings.

Everglades Elementary shall to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, including but not limited to, other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. [Section 1116(e)(4)]

24	Name of Program	List examples of coordination and integration with other programs (examples of coordination)
	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP

Title I, Part C	Migrant Advocates - Services include translation, home visits, referrals to outside agencies, ensuring parents attend all school based family engagement and academic progress meetings
Title IV, Part A	Art and Band Programs - Band instruments, and art supplies/materials Ripple Effects Professional Development for guidance counselors, new administrators and mental health counselors

Everglades Elementary shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. [Section 1116(e)(5)]

25	How will your school share information in a format and language that parents and families can understand?	EES will make the Parent and Family Engagement Plan(PFEP) available to parents in English and Spanish on the school's website. A hard copy of the PFEP will be located in the front office and copied upon parent request. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in the parent meetings. American Sign Language (ASL) translation services will also be available upon parent request.
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26	What languages are spoken by the families and students in your school?	English and Spanish Primarily.
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Everglades Elementary shall provide such other reasonable support for family engagement activities as parents may request. [Section 1116(e)(14)]

27	Name of the Family Engagement Program or Service	Describe the PFE programs or services provided by the school or frequently requested by parents and families (such as: high school equivalency programs, English classes, access to computers)
	Trick and Treat Night	Parents are provided with an educational trick to support their child from home and students receive a treat.
	Book Bus Tour	EES staff will take a bus full of books to give out at selected community stops within our school zone.

Barriers

Identify barriers that hindered the participation and involvement of parents and family members during the 2022–2023 school year (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). Then, describe the steps that will be taken during the 2023–2024 school year.

28	Barrier	Steps to Overcome the Barrier
	Some barriers that hinder parent involvement and attendance at school events include parent work schedules, transportation, and limited English proficiency.	In an effort to overcome these barriers, EES will offer parent involvement activities on a variety of dates and times. An effort will be made to have interpreters available at all parent involvement events and activities.

Title I Family Engagement Survey Results

Using your 2022–2023 Title I Family Engagement survey results, choose a minimum of two (2) questions to address during the upcoming school year.

29	Topic	Question #	Actions, Activities, and Evidence of Effectiveness
	Parent Engagement and Input on Decision Making	23	Parent Information Meetings on September ERD; During PLCs, teachers are provided with information on research and best practices for communicating with parents. Teachers are trained on how to support parents on the educational process from home. Parents are surveyed multiple times throughout the year. Parent input is requested at all staff and SAC meetings.
	Transition from one grade level to the next	25	Open House; provide parents with resources to assist students as they move up a grade level; Additional activities will be planned by the committee; we will determine effectiveness with the parent climate survey

Evidence of Parent & Family Input in the Development of the Plan

Upload Parent-School Compact to your [school FE Folder](#).

Upload Evidence of Parent Involvement in Development of Parent-School Compact to your [school FE Folder](#).

Upload Family Engagement meeting sign-in sheets, agendas, minutes, invitations to parents, etc. to your [school FE Folder](#).

- ★ **Note:** As a component of the school-level family engagement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.
- ★ **NEW:** Compacts must be discussed and signed during parent-teacher conferences (**only applies to elementary**).
- ★ **NEW:** Compacts must be signed by all parties (**applies to elementary, middle and high**).