



2024-2025 School Parental & Family Involvement Policy (PFEP)

School: Everglades City School

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116]. Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

Assurances

Please check all the boxes

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101 of ESEA
- Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community. **SAC minutes need to be uploaded 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 policy and the joint development of the schoolwide program 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 policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent Engagement policy. **School will analyze the Title I Stakeholder survey data to develop this plan.**
- Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom 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 complete PFEP in School website and share in social media. School must upload proof of distribution with Title I required documentation.

Principal Name

Dr. Cherie Allison

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 Improvement Action Steps are aligned to the data presented to Parents at SAC May Meeting . Parents deliberate and provide input to develop the following year's parent involvement Title I program and use of funds for Basic monies as well as the parent compact. SAC meetings, along with any school function are advertised through monthly newsletters sent home with students, posted as flyers on our school website and placed on our marquee. Additionally, an auto dialer is sent to parents and guardians. All parents were invited to complete the Title I School Stakeholder Input Survey to provide input and suggestions on planning for use of Title I 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]

Parent/Curriculum Day coordinated with The Head Start Program is an event coordinated with the academic coaches, guidance, teachers, and administration. Parents are introduced to classrooms and curriculum giving parents the opportunity to assess their students' learning opportunities.

Family Literacy Night is an evening event coordinated by the Reading Coach and media specialist with opportunities for families to engage in literacy activities put on and created by their students with extension activities.

Family STEAM night is an event coordinated by the Technology teacher and attended by faculty and staff with opportunities for families to engage in activities on how to implement technology and science activities at home. . Head start services are provided on our campus.

Leader in Me Family night is a family and community event to promote a growth mindset and involve everyone in the education of the importance of the program with activities parents can initiate at home. Students will have the opportunity to showcase their leadership skills.

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 annual Title I open house is scheduled prior to students returning to campus to give parents the opportunity to meet their child's teacher(s) and to ask questions on how they can support their child's education. The school sends home a flyer with children as well as posts in on our website and sends home an autodialer to notify parents. The meeting is also advertised on the school's marquee. Parents are informed of how Title I funds are used including staffing and materials for students. They are also educated on how the use of funds aligns with the school's School Improvement Plan through disaggregated data presented. Our SAC membership list is provided as well with an opportunity for parents to join SAC at that time.

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**

We use several methods to communicate and initiate family engagement. In Our annual Title I meeting to be held in August parents are informed about Title I budget spending, Parents right to know, communication strategies, School Improvement Plan summary, parent involvement activities, and parent resources. In the month of October, flyers are sent home with students sharing Teacher certification status to all parents. This is done once again in the month of February. Auto-dialers, the school marquee, e-mails, and social media are used to keep parents informed of meetings and opportunities for information. Parent compacts and grade level syllabi are made available to parents at the annual meeting and sent home for those parents that could not attend.

4. Flexible Parent Meetings

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

Parents **will** be invited to attend SAC meetings through the above noted methods of communication. School Improvement, Title I plans, and use of funds are reviewed and receive input from SAC. Meetings are scheduled at 8:00 am to coincide with are available to attend. Parent training will be held through Open House on August the 12th at 12:00 P.M and advertised SAC meetings the first Tuesday of every month at 8:30 AM.. Evening meetings will be available for parents that cannot attend open house for SAC meetings.

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

All school events will have child care provided as needed.

5. Building Capacity

Please describe all activities that will address the following questions;

- How will the school implement activities that will build the capacity for meaningful parent/family involvement?
- How will the school implement activities that will build relationships with the community to improve student achievement?
- How will the school provide materials and trainings 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, Highschool & College). **List at least one activity to support transition.**

Activity Name	Activity Description and Content	Timeline
Kindergarten Round Up	Move Up ceremony from Head start and new Kindergarten meet the teacher	June 2024
Annual Title I	Annual Title I Open House and Curriculum Night	August 2024
Parent Curriculum Day	Annual Open House and Curriculum Event for Parents and Families	August 2024
SAC	School Improvement Review	September 2024
Literacy Night	Night for Parents to come to Book Fair Interact with their children in Literacy Activities	January -March 2025
Breakfast and Books	Parent and Family Event for Reading and Love of Books	March 2025
Parent Transition Information	Informational Meeting for 5 th and 8 th grade parents for their students transitioning to MS and HS	April 2025

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 work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

Teachers and Staff will work in PLC's monthly throughout the year which will include the school wide element for all "Communicating High Expectations for Each Student to Close the Achievement Gap", this will go in tandem with 7 Habits training that will be done with families and community members in October 2023.

7. Other Activities

Describe How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)?

We will provide Parent Resources which includes printed materials as well as computer access. School updates will be provided via the phone dialer as well as on social media platforms (Twitter and Facebook) All valuable information will also be included in all reports home. Weekly information auto dialers as well as a monthly newsletter will include celebrations and rewards and will also be posted on the school website.

8. Communication

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

EVG will send home information via dialer and Monthly Newsletters in backpacks with access to the school and district's parental involvement policies and plans, including how parent involvement funds will be utilized. A parent involvement brochure will also be made available through the school website. This will also be communicated through SAC meetings.

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?

District Coordinators for all subject areas have worked with teachers to develop an instructional calendar or curriculum map to drive core instruction. Math and Reading coaches work with teachers to develop lessons, model classroom lessons, and analyze students' data to drive instruction. The administration will meet bi-weekly with teachers to discuss student goals planning and the monitoring of student progress. All pertinent information will be given to parents through data chats, parent teacher conferences, evening curriculum events and counselor and administration meetings.

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)?

Parents have the opportunity at any time to schedule a meeting with an administrator or Teacher Administrative Team to discuss the progress of their child. In addition, annual IEP and 504 meetings are provided for parents to give input on their student's education.

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

Parent comments are shared at our monthly SAC meetings and discussed. All this information is included in the monthly SAC minutes and posted on our website Parents are also encouraged to complete parent surveys

9. Accessibility

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

School communication is sent home through a variety of means such as emails, phone dialers, and flyers. A tutor is available when necessary to ensure translation of any given piece of information or update. INNS specialist, ESE inclusion teachers and administrators work closely to ensure all ESE parents are informed and able to participate in all activities. EVG strives to provide refreshments and supervision of younger children in order for families to attend all events.

Describe how your school will shared 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?**

Translators are made available at all group or individual meetings. A translator is made available to translate phone calls or parent meetings as needed. Administration works closely with the Director of ESE Programs to ensure parents with disabilities have access to parent-involvement activities and/or services. Event flyers include this information

10. 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
Dual income working households have child care conflicts with events	Offer childcare and evening opportunities to be involved.

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

Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY23 Parent Involvement Policy (PFEP)** prior to approval. Be specific with the feedback provided by parents. Please upload document in your school folder in the Title I Drive - Teams.

12. Upload FY23 Parent-School Compact

Upload an electronic version of the FY23 Parent-School Compact. Please upload document in your school folder in the Title I Drive - Teams.

13. 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 **FY23 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 FY23 School Parent and Family Engagement Policy (PFEP) and complete the sections below.

1. Building Capacity Summary

Provide a summary of activities provided during the 2023-2024 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.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale.
Annual Title I Meeting	3	48	Parents were instructed on how to support their students at home through various activities including reading activities, ways to be involved in school and the use of FOCUS to support student achievement.
SAC and Parent Informational Meeting	1	8	Informational session on elective options for students for the 2023-2024 school year, the potential to become a uniform school and Leader in Me opportunities for families.
STEAM Event	5	0	We were unable to do the STEAM event as we did not have a science teacher for Middle School or HS for the entire year.
Literacy Breakfast	1	38	The media specialist held a parent student breakfast for "The Need to Read!" This event was for any parent and student to attend to instill a love of reading at home.
Leader in Me Parent Event	1	0	Due to the hurricane the event had to be cancelled and was unable to be rescheduled.
Kindergarten Round Up	2	15	Parents were invited to meet the Kindergarten Teacher and to discuss any questions regarding the transition to Elementary School
Middle School and High School Transition Event	2	8	Informational Meeting for 5 th and 8 th grade parents for their students transitioning to MS and HS

2. Staff Training Summary

Provide a summary of the **professional development** activities provided by the school during the 2022-2023 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 built parent and family capacity to improve student achievement? If not completed, provide rationale
Parent Involvement staff development for EVG	1	20	Professional development opportunity to inform staff on how to engage and involve parents within the school and classrooms to more fully support student achievement.

3. Review your FY23 School Parent and Family Engagement Policy (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)
Dual income families have a difficult time participating in school events.	The school will move forward and provide a light dinner for parents in the evenings and provide childcare.	Partial