



2021-2022

Title I, Part A Parent & Family Engagement Plan (PFEP)

I, Jennifer Holmgreen 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 project, 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;
Engage the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent;
Jointly develop/revise with parents the school Parent & Family Engagement Plan (PFEP) and distribute it to parents of participating children and make available the PFEP to the local community;
Engage 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's Parent and Family Engagement Plan (PFEP) and the joint development of the School Improvement Plan (SIP);
Use the findings of the PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP;
If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan;
Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading;
Provide each parent timely notice when their child has been assigned to or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified; and
Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Signature of Principal or Designee

Date Signed

J. Holmgreen

8/17/2

**Please use the data from the school's survey(s) to complete this Parent & Family Engagement Plan!

(Each section with a table should have multiple entries, please add rows as needed).

Mission Statement (optional)

2021-2022

Parent & Family Engagement Mission Statement

Response: We, the Indian River faculty, staff, students and parents respectfully encourage each other to excel with enthusiasm, excitement and energy as we responsibly explore the world around us.

Engagement of Parents & Families

Describe how the school will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parent and family engagement will be used.

Response: The School Advisory Council (SAC) meets every month and is responsible for the planning, review, and improvement of the Title I program. All parents are invited to be members of the Indian River Elementary SAC. SAC members provide input on the Parent and Family Engagement Plan and the Title I budget, Parent Teacher Student Compact as well as all other plans related to school improvement. Parent surveys are also used to solicit parent input. Comments from parents are documented on SAC meeting minutes.

Coordination and Integration

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI.

| count | Program | Coordination |
|-------|-------------------|--|
| 1 | Title X, Homeless | Title X Coordinator provides services to families to ensure that students have school supplies, community resources, and transportation. |
| 2 | VPK | VPK works with our school staff to coordinate transition plans for students entering kindergarten. |
| 3 | School Tutoring | Parents receive information and are offered after school tutoring on a 4 to 1 ratio. |

Title I Parent Meetings

Describe the specific steps the school will take to conduct at least two Title I meetings designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity. **Meeting should be offered a minimum of two times on different dates/times to accommodate parents' schedules.**

| count | Activity/Tasks | Person Responsible | Timeline | Evidence of Effectiveness |
|-------|--|--------------------|----------------|---------------------------------------|
| 1 | Establish Annual Title 1 Meeting date and activities | Principal | August 2021 | Date set on school calendar |
| 2 | Prepare agenda for Annual Meetings at Open House | Principal, SAC | September 2021 | Completion of agenda |
| 3 | Gather information on Annual Title I meeting | SAC Chairman | September 2021 | Information prepared for distribution |

| | | | | |
|---|---|--------------------------------|-------------------------|---|
| | such as brochures and Powerpoint outlining services | | | |
| 4 | Train teachers about plans/goals of Annual Title I Parent Meeting | Principal, Assistant Principal | September 2021 | Faculty meeting minutes and comments, sign in sheets |
| 5 | Establish 2nd Annual Meeting date and activities | Principal | August 2021 | Date set on school calendar |
| 6 | Advertise Annual Title I Parent Meeting | Principal, Teachers | August & September 2021 | Number of attendees, newsletter, flyer, website, connect-ed message |
| 7 | Prepare agenda for Annual Title 1 Meeting to be used for all dates. | Principal / SAC | September 2021 | Completion of agenda |
| 8 | Advertise 2nd Annual Title 1 meeting | Principal | September 2021 | Connect 5 script |
| 9 | Establish 3rd Annual Title 1 Meeting dates and activities | Principal, Teachers | August 2021 | Date set on school calendar |

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parent and family engagement.

Response: Workshops and meetings will be scheduled at different times to accommodate parents' varying schedules and availability. Meetings may be scheduled in the morning, afternoon, or evening. For example, activities such as Open House and school wide family activities are held in the evening. Generally, SAC meetings are held in the mornings and some evenings. Childcare may be provided for SAC. Input for the School Improvement Plan and Parent and Family Engagement Plan is solicited from parents; we schedule input times in the morning, afternoon, and evening to ensure that parents can participate. Teachers schedule conferences at different times to accommodate parents' varying schedules and availability. School Social Worker is utilized for home visits to provide parents without transportation access to information or documents which require signature.

Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective engagement of parents and families and to support a partnership among the school, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request.

| count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|------------------------------|--------------------|---|----------|---------------------------|
|-------|------------------------------|--------------------|---|----------|---------------------------|

| | | | | | |
|----|--|---|--|----------------|-------------------------------------|
| 1 | Parent Training for SAC | SAC Chair, Principal | Increased parent knowledge of school's expectations, academic focus, and foster parent school partnerships | August 2021 | Sign-in Sheets |
| 2 | Student Academic Achievement Standards and Title 1 Program Information, Open House | Principal, School Staff | Provide information to parents on curriculum, grading, behavior, school and classroom expectations and rules, schedules | September 2021 | Title 1 Survey |
| 3 | Third Grade FSA Parent Night | Teacher Facilitator(s) | Provide parents with the knowledge to accurately navigate the FSA website and third grade standards to support their students at home and in preparation for annual testing. | January 2022 | Parent Exit Card |
| 4 | Parent to Kids (PTK) | Academic Coach, Title 1 Parent Liaison, Intervention Coach | Provide parents with strategies to help their child be a successful learner/reader at home. | November 2021 | Parent exit surveys, sign in sheets |
| 5 | Publix Math Night | Teachers, Academic Coach, Parent Liaison | Provide parents and students with real-life, fun math activities to improve student success | November 2021 | Parent Exit Card |
| 6 | Transition to Middle School | Guidance Counselor, 5th Grade Teachers | Familiarize parents with the expectations for middle school | April 2022 | Parent Exit Card |
| 7 | Kindergarten Parent Night | Principal, Kindergarten Staff | Provide information to parents on curriculum, grading, behavior, school and classroom expectations as students transition. | August 2021 | Sign-in Sheets |
| 8 | Trading Card Night | PTA, Art Mrs. Preston | Provide parents with exposure of the local artists and for families to create their own art. | March 2022 | Sign in sheets |
| 9 | Curriculum/STEM Night | Principal, Academic Coach, Title 1 Parent Liaison | Provide and familiarize parents with the standards of the curriculum and offer hands on activities and materials to take home to help their child at home. | October 2021 | Sign in sheets |
| 10 | Heart of the Manatee 5k | Principal, Asst. Principal and school staff, Title 1 Parent Liaison | Promote health and wellness awareness for all stakeholders. Provide a connection and participation of school employees, families, community, businesses, and students. | November 2021 | |

| | | | | | |
|----|-----------------------------|---|--|----------------|---------------------|
| 11 | Bring your Dad(s) to School | Principal, School Staff, Title 1 Parent Liaison | Provide families with a strong connection for children and their Dads. | September 2021 | Sign in sheets |
| 12 | Media Night – Themed | Media Specialist, Principal, Academic Coach | Provide families opportunities to foster a love for reading with their children. | February 2022 | Sign in sheets |
| 13 | Family Read-A-Thon | Principal, School Staff, Title 1 Parent Liaison, Media Specialist | Provide families opportunities to foster a love for reading with their children. | September 2021 | Parent Reading Logs |
| 14 | Curriculum Night | Principal, School Staff | Familiarize parents with B.E.S.T Standards and what they will be learning in school and how they can assist their child at home. | September 2021 | Sign in sheets |

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, administrators, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent and family engagement programs, and build ties between parents and schools.

| count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|--|------------------------------------|---|-----------------------|--|
| 1 | Title I Program Overview | Principal | Teachers will gain knowledge and strategies to make use of Title 1 programs and services. | September 2021 | agenda, presentation materials, sign-in sheets |
| 2 | Title 1 Ongoing Information | Principal, Parent Liaison | Teachers will gain knowledge of any new resources or information. | School year 2021-2022 | agenda, presentation |
| 3 | Collaborative/ Shared Decision Making | SAC Chairperson and Administration | Teachers and SAC team will learn the importance of making decisions by collaborating with parents to enhance student achievement. | August/ Sept. 2021 | agenda, presentation, minutes, and sign in sheet |
| 4 | Volunteers and Business Partners | Administration | Teachers will gain knowledge on utilizing volunteers and business partners to enhance student achievement. | October 2021 | agenda, presentation |
| 5 | Faculty and Staff training on Partnering with Parents/ Building Capacity | Administration and SAC Chair | Teachers will gain knowledge on how to involve parents in their child's education. | September 2021 | sign in sheets, agenda and minutes |

Communication

Describe how the school will provide parents and families of participating children the following:

- Timely information about the Title I programs;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- 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
- If the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency.

Response: Information about Title I programs will be provided through newsletters, booklets/brochures, and an informational PowerPoint shown during Annual Title 1 Meetings. The Title I Parent and Family Engagement Plan brochure and Title I booklet are distributed at our Annual Title 1 Meetings. Curriculum and assessment information is shared by teachers at Open House, during parent teacher conferences, Pinnacle SRG system, and through newsletters. FSA assessment information is sent home to parents via backpack and is also available on our website. Parents may provide input to the school via SAC and PTA meetings, interim reports, conferences, and climate survey. Parents can access information via the school web site, marquee, and through the Connect 5 calls/texts to each home.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Response: Information regarding parent participation is provided to parents via school website, automated phone messages/texts, newsletters, parent/teacher conferences, student backpacks, workshops, and meetings. District information is available in English and Spanish. When requested, the District will provide a translator if school staff are not able to assist. Books and videos in Spanish are available in the Media Center. The newsletter is translated into Spanish upon request. Parents with special needs are accommodated. Indian River Elementary is handicapped accessible.

UPLOADS

Please have all uploads reviewed by the Title I Parent & Family Engagement Team Representative prior to uploading.

Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan (PFEP).

Please upload reviewed evidence into SharePoint and keep copies for your records.

Upload School-Parent Compact

Note: As a component of the school-level PFEP, each school shall jointly develop, with parents for all children served under this part, a School-Parent Compact that outlines how parents, the entire school staff, and

students will share the responsibility for improved student academic achievement.

Please upload reviewed compact into SharePoint and keep copies for your records.

Upload Evidence of parent and family input in the development of the School-Parent Compact

Note: Submit copies of actual parent/family input supporting the development and revision of the School-Parent Compact (i.e. minutes, surveys etc.).

Please upload reviewed evidence for compact into SharePoint and keep copies for your records.

Previous year's Parent & Family Engagement Plan (PFEP) Evaluation

Parent & Family Engagement summary (Building Capacity Summary)

Please make sure that the evaluation for last school year's activities is completed and turned in with this school year's PFEP. If an activity was proposed on last year's PFEP and did not take place do not evaluate or enter it. If an activity was not on last school year's proposed PFEP and took place, please evaluate it. The PFEP is a living document and changes with the school's needs.

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I Meetings.

| count | Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
|-------|--|---------------------------------------|------------------------|---|
| 1 | Parent Training for SAC | 2 | 10 | Increased parent knowledge of school's expectations, academic focus, and foster parent school partnerships |
| 2 | Student Academic Achievement Standards and Title 1 Program Information, Open House | 7, (one for each grade level and VPK) | 220 | Provide information to parents on curriculum, grading, behavior, school and classroom expectations and rules, schedules. |
| 3 | Third Grade FSA Parent Night | 1 | 4 | Provide parents with the knowledge to accurately navigate the FSA website and third grade standards to support their students at home and in preparation for annual testing. |
| 4 | Kindergarten Parent Night | 1 | 76 | Provide information to parents on curriculum, grading, behavior, school and classroom expectations as students transition. Virtual Zoom |
| 5 | Heart of the Manatee 5k | 1 | 50 | Promote health and wellness awareness for all stakeholders. Provide a connection and participation of school employees, families, community, businesses, and students done virtually on the honor system. |
| 6 | Media Night – Reading Under the Stars | 1 | 26 families | Provide families opportunities to foster a love for reading with their children. Created a unique experience to read at home with the family. Virtual |

| | | | | |
|---|---------------|---|-------------|---|
| 7 | Polar Express | 1 | 45 Families | Promote holiday spirit and the love of literature with a culmination of learning activities. Virtual |
| 8 | Science Night | 1 | 15 families | Familiarize families with STEM activities and complete labs and experiments at home together virtually with the Science Center facilitating it. |

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on 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.

| count | Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
|-------|---|----------------------|------------------------|--|
| 1 | Title I Program Overview | 1 | 54 | Teachers will gain knowledge and strategies to make use of Title 1 programs and services. All information and procedures with training given through instructional emails. |
| 2 | Title 1 Ongoing Information | 3 | 54 each time | Teachers will gain knowledge of any new resources or information. |
| 3 | Collaborative/Shared Decision Making | 1 | 43 | Teachers and SAC team will learn the importance of making decisions by collaborating with parents to enhance student achievement. |
| 4 | Volunteers and Business Partners | 1 | 43 | Teachers will gain knowledge on utilizing volunteers and business partners to enhance student achievement. |
| 5 | Faculty and Staff training on Partnering with Parents | 1 | 39 | Teachers will gain knowledge on how to involve parents in their child's education. |

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (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).

| count | Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome |
|-------|---|---|
| 1 | Time | Offer varied times for activities and meetings. |
| 2 | Transportation | Offer bus passes |

| | | |
|---|-----------------|--|
| 3 | Child Care | Offer babysitting services at school. |
| 4 | No Face to Face | Provide enough information and support to connect virtually. |

Best Practices (Optional)

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

| count | Content/Purpose | Description of the Activity |
|-------|-----------------|-----------------------------|
|-------|-----------------|-----------------------------|

Submission Procedures:

- 1. Please submit completed Parent & Family Engagement Plan (PFEP) to the Title I Parent & Family Engagement office.**
- 2. Once the PFEP is approved the Title I Parent & Family Engagement office will return the PFEP for signature.**
- 3. Email approved/signed PFEP to Title I Parent & Family Engagement office for uploading.**

If you have any questions, contact Sheila Rees ext. 44740

Approval check by PFE