



2020-2021

### 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;
- Involve 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;
- 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'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

**\*\*Please use the data from the school's survey(s) (*Advance Ed and 5Essentials*) to complete this Parent & Family Engagement Plan!**

## Mission Statement (optional)

### Parent & Family Engagement Mission Statement

**Response:**

---

### Engagement of Parents & Families

Describe how the school will involve 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.

---

### Annual Title I Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting 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 2020	Date set on school calendar
2	Prepare agenda for Annual Meetings at Open House	Principal, SAC	September 2020	Completion of agenda
3	Gather information on Annual Title I meeting such as brochures and Powerpoint outlining services	SAC Chairman	September 2020	Information prepared for distribution
4	Train teachers about plans/goals of Annual Title I Parent Meeting	Principal, Assistant Principal	September 2020	Faculty meeting minutes and comments, sign in sheets
5	Establish 2nd Annual Meeting date and activities	Principal	August 2020	Date set on school calendar
6	Advertise Annual Title I Parent Meeting	Principal, Teachers	August & September 2020	Number of attendees, newsletter, flyer, website, connect-ed message
7	Prepare agenda for Annual Title 1 Meeting	Principal / SAC	September 2020	Completion of agenda
8	Advertise 2nd Annual Title 1 meeting	Principal	September 2020	Connect 5 script
9	Establish 3rd Annual Title 1 Meeting dates and activities	Principal, Teachers	August 2020	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, child care, 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 involvement of parents and families and to support a partnership among the school involved, 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 2020	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 2020	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 2021	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 2020	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 2020	Parent Exit Card
6	Transition to Middle School	Guidance Counselor, 5th Grade Teachers	Familiarize parents with the expectations for middle school	April 2021	Parent Exit Card
7	Jack Hartmann	Academic Coach, Teachers, Title 1 Parent Liaison	Jack Hartman will assist parents in such a way to help foster a love of learning through music.	April 2021	Parent Exit Card
8	Kindergarten Parent Night	Principal, Kindergarten Staff	Provide information to parents on curriculum, grading, behavior, school and classroom expectations as students transition.	August 2020	Sign-in Sheets

9	Trading Card Night	PTA, Art Mrs. Preston	Provide parents with exposure of the local artists and for families to create their own art.	March 2021	Sign in sheets
10	Curriculum 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 2020	Sign in sheets
11	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 2020	
12	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 2020	Sign in sheets
13	Media Night – Reading Under the Stars	Media Specialist, Principal, Academic Coach	Provide families opportunities to foster a love for reading with their children.	February 2021	Sign in sheets
14	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 2020	Parent Reading Logs

### 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 2020	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 2020-2021	agenda, presentation
3	Collaborative/Shared Decision Making	SAC Chairperson and Administration	Teachers and SAC team will learn the importance of	August/Sept. 2020	agenda, presentation, minutes, and sign

			making decisions by collaborating with parents to enhance student achievement.		in sheet
4	Volunteers and Business Partners	Administration	Teachers will gain knowledge on utilizing volunteers and business partners to enhance student achievement.	October 2020	agenda, presentation
5	Faculty and Staff training on Partnering with Parents	Administration and SAC Chair	Teachers will gain knowledge on how to involve parents in their child's education.	September 2020	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.

---

### **Upload Evidence of Input from Parents**

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

**Please upload 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 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 into SharePoint and keep copies for your records**

---

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

### **Parent & Family Engagement summary (Building Capacity Summary)**

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 Annual Meeting.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Parent Training for SAC	2	13 each time, total 26	Increased parent knowledge of school's expectations, academic focus, and foster parent school partnerships.
2	1 <sup>st</sup> Title 1 Annual Meeting 2 <sup>nd</sup> Title 1 Annual Meeting	1 1	433 2	Provide information to parents on what Title 1 is and what it means. How do we qualify, and how we spend the funds.
3	Kindergarten Parent Night	2	86	Provide information to parents on curriculum, grading, behavior, school/classroom expectations, rules,

				and transitions.
4	Manatee Curriculum Night	4	172	Familiarize parents with Florida State Standards and what they will be learning in school and how they can assist their child at home.
5	Publix Math Night	1	132	Parent/child participation into real world science and math.
6	Reading Under the Stars	1	77	Connect families together with literacy. Show parents how to foster a love of reading with their child.
7	Trading Card Night	1	202	Provide parents with exposure of the local artists and for families to create their own art.
8	Heart of a Manatee 5K	1	240	Families, faculty, staff and community members came together to promote healthy heart and body and raise money for the kindergarten playground.

---

### 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 1 Program Overview	1	51	Teachers gained knowledge and strategies to make use of Title 1 programs and services.
2	Collaborative Partnering and Shared Decision Making	1	56	Teachers and SAC Team will learn the importance of making decisions by collaborating to enhance student achievement.
3	Building Capacity for Families, faculty Training	1	56	Teachers will learn how to communicate with families and get them involved and increase participation.



## 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.

---

## 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
1	Familiarize parents with Florida State Standards and what they will be learning in school and how they can assist their child at home.	Curriculum Night was a rotation of core subject activities to show parents fun ways to teach their child at home with make and take materials to bring home. At the end everyone had the same rotation and we ate dinner together and did door prizes.

**Please submit completed Parent & Family Engagement Plan (PFEP) to your Title I Office Representative.**

***PFEP must be signed by the Principal and approved prior to being uploaded into CIMS***

Approval check by PFE

DRAFT