



2020-2021

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

I, Greg Schwartz, 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:

South Daytona Elementary will be a positive, safe, Professional Learning Community as we focus on building collaborative and trusting relationships between the students, staff, and parents. We value diversity, fidelity in academics, innovation, social responsibility, technology, and lifelong learning. Success for all is a priority and commitment.

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:

South Daytona Elementary believes in involving parents in all aspects of its Title I programs. The School Advisory Council is comprised of parents, faculty, administration, students, and members of the community. The members are appointed or approved by the committee. This group meets monthly to help plan, review, and improve the Title I program and budget, the Parent Involvement Plan, and the School Improvement Plan. Minutes of each meeting are kept by the SAC Chairperson. The Title I program overview is present in conjunction with the general PTA meeting on the night of Open House. Parent input and feedback is encouraged and appreciated. Sign-in sheets are used to document attendance at all events. Based on the 5Essentials Parent Survey completed in spring 2020, parents reported that their communication preferences are email, text message and telephone, which South Daytona will continue to use for parent involvement. In addition, we are analyzing the 5Essentials Parent Survey results in order to identify strengths and weaknesses of our Parent and Family Engagement Plan.

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	VPK:Volunteer Pre-Kindergarten	VPK works with our school staff to coordinate transition plans for students entering kindergarten.
2	Head Start	Head Start works with our school staff to coordinate transition plans for students entering kindergarten.
3	IDEA Individuals with Disabilities Education Act	Supplemental instructional support will be provided by Title I and discussed with parents during the development of the student's IEP.

4	Title IX	Title IX coordinator provides services to families: school supplies, community resources, and transportation
---	----------	--

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	Prepare the PowerPoint presentation that addresses the required documents	Administration	September 2020	Title I Parent Participation Survey will be given, PowerPoint presentation
2	Develop and print sign-in sheets	Administration	September 2020	Title I Parent Participation Survey
3	Flyers and emails will be sent home as well as posted on school's social media	Administration and Faculty	September 2020	Title I Parent Participation Survey
4	Advertise event	Administration and Faculty	September 2020	Web calendar, School Marquee, School Messenger, School Newsletter, Invitation Flyers, Teacher Messenger through technology,
5	Information on Supplemental Education Services are on parent table for review	SES Facilitator	September 2020	Title I Parent Participation Survey
6	Reminder meeting flyer, School Messenger, and email/text will go out pertaining to annual meeting	Administration and Faculty	September 2020	Title I Parent Participation Survey
7	Send home Title I handouts to all parents that did not attend.	Faculty	September 2020	Title I Parent Participation Survey

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: The leadership and staff at South Daytona Elementary have a strong belief in the importance of parental involvement; therefore, we will put measures in place to offer parent meetings in a variety of formats and times. According to our 5Essentials Parent Survey completed in spring 2020, parents feel welcome to attend meetings. We will continue to work on adjusting the day and time we hold meetings so more parents can attend. The information provided at our annual meeting for parents will be provided in a variety of formats to include parent newsletter, input meeting, school website, and school marquee. The School Advisory Council meets a minimum of 8 times per year. The time and day are decided upon by the members. At this time, meetings are being held on Monday afternoons. The PTA general meeting is held in the evening, and their activities are held at various times throughout the year. Our ESOL contact is available throughout the day to help with parent questions and suggestions in an effort to help all our students reach success. Phone conferences are also conducted as needed when a parent cannot physically attend a meeting.

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/Teacher conferences-teachers meet to discuss student's strengths and areas to improve	Classroom Teacher	Student academics will improve with parent understanding of how to assist at home.	As needed	Student performance on formative and summative tests
2	Parent Open House/Annual Title I Meeting	Administration and Faculty	Increase parent involvement toward academic achievement	September 2020	Student performance academically and behaviorally will improve
3	Parent Training, SAC Membership Training	SAC Chairperson	Increase parent involvement	2020-2021 school year	Agenda and minutes from SAC meeting and end of year survey
4	School assemblies to recognize academic achievement	Administration and Faculty	Increasing parent awareness of student achievement expectations	2020-2021 school year	Family Invitation
5	Mentoring Program-community members work with students selected by teachers and administration	Vada Lay	When students are supported, academics and behavior will improve.	Monthly	Student data and discipline report
6	Celebrate Literacy Week activities to promote literacy skills and integration into additional content areas	Elise Frevel	Increasing parent awareness of and participation in literacy activities will increase	January 2021	Sign-in sheet and event survey

			student achievement in school		
7	Reading Counts Program	Teachers	Increased student reading at home and at school	2020-2021 school year	District Reading Counts Reading Progress Report
8	Science Night	School Leadership Committee	Increasing parent involvement toward academic achievement	Spring 2021	Sign-in sheets and event survey

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	Response to Intervention training/Teaching interventions to parents	PST Chairperson and Classroom Teacher	Interventions targeted to meet individual student needs	Annually	Student performance will increase on assessments
2	Math and Science Standards instruction	Administration	Teachers knowledge of the depth of the standard will increase students understanding and achievement	Throughout the year	Increased student achievement on assessments in math and science
3	Data analysis and planning	Administration and Faculty	Teachers will learn effective strategies to implement through instruction and communicate these to parents	Monthly	Student performance will increase on assessments.
4	Technology to Communicate with Parents	Conyers and Reiblich	Improve the ability of teachers to effectively communicate with parents utilizing various new apps.	Once	Teachers will have an easier time reaching parents.

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: During the regularly scheduled Open House meeting, a PowerPoint presentation will be shown providing information and data pertaining to Title I. During SAC meetings, the Title I budget and goals are discussed. Title I information is available on the school website. At SAC meetings, as well as at Open House, parents will be given information pertaining to the description and explanation of the curriculum and academic assessments used at the school to measure student performance. School Messenger will also be utilized to disseminate information about Title I programs. In the middle of each grading period, an interim report is sent home with each student outlining their progress toward proficiency. Parents will have the opportunity to formulate suggestions and to participate as appropriate in decisions relating to the education of their child during SAC meetings, parent-teacher conferences, as well as the Problem-Solving Team meetings. The District Advisory Council meets monthly with parents to disseminate information and give parents an opportunity for input into county initiatives.

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 is disseminated through School Messenger, Focus, our school website, and the parent information area in the atrium. A designated ESOL contact at the school works with parents to ensure the school is compliant with Meta Consent Decree. Information can be translated for our non-English speaking parents. A translator can be arranged for parent-teacher conferences. The ESOL contact is available throughout the day and via phone to answer questions regarding notes sent home, progress reports, and academic information to increase parent understandings. An ESE grade chair is also available to answer questions, attend LEA meetings, and provide IDEA information to parents.

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Open House & Annual Title I Meeting	1	650	Parents learned about academic expectations and Title I
2	Mentoring Program	1	18	Improved academics and behaviors through support
3	ALPHA Program: Parent and Student behavior interventions	1	15	Improved behaviors enhance learning
4	Donuts with Dudes & Title 1 Meeting	1	375	Dads engaged with their child and learned about Title 1
5	Science Night	1	185	Parents engaged with their child and learned science standards

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	ELA Wonders training	1	60	Understanding new curriculum will allow teachers to implement with fidelity and learning gains will occur
2	EnVision training	1	60	Understanding new curriculum will allow teachers to implement with fidelity and learning gains will occur
3	Engagement ERPL	1	60	Increased engagement in the classroom
4	Emotional Poverty	1	75	Teachers will better understand our student population which will enable more positive interactions to occur once we understand our students' backgrounds.

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	Parents unable to come to school during the day for meetings.	Hold phone conference with parents so they can still attend. Call before to find out what time parent will be able to be on the line.
2	Parents do not speak English.	ESOL contact translates key information to Spanish.
3	Parent does not understand School Messenger messages.	Information is relayed in Spanish to parents.
4	Parents do not understand IEP technical language.	LEA Rep. meets with parents informally to break down key information from IEP meeting.
5	Other than Spanish, some languages can not be translated by ESOL contact.	Request bilingual translator from ESOL department to attend conferences and meetings.

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		
2		
3		
4		

Please submit completed Parent & Family Engagement Plan (PFEP)

2020-2021

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	NS
-----------------------	----