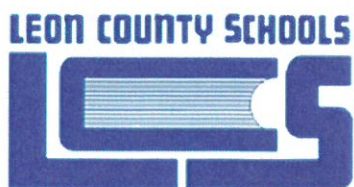


2023 – 2024
Parent and Family Engagement Plan
Planning Guide

_____Pineview Elementary_____

School

Meeting Date:	Approval Date:	Mid-Year Review:	End-of Year Review:



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

Pineview Elementary

I, Carmen Conner, 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 outlined in Section 8101, ESEA; as amended by ESSA.
- Involve parents/families 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 and family engagement plan, distribute it to parents of participating children, and make available the parent involvement plan to the local community.
- Involve parents and family members in an organized, ongoing, and timely way, in the planning and review, of the school parent and family engagement plan.
- Use the findings of the parent and family engagement policy to review and design strategies for more effective family engagement, and to revise, if necessary, the school's parent and family engagement plan.
- 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 to the local educational agency.
- Provide to each parent an individualized student report about the performance of their child (ren) on the state assessment in ELA, Math and Science.
- Provide each parent timely notice when their child has been assigned or been taught for (4) four or more consecutive weeks by a teacher who has not completed the criteria for state certification.
- 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

Date Signed

Mission Statement

Our goal is to foster an environment that is conducive to building meaningful relationships that are constructed on a foundation that is focused on the impact of students and their learning.

Response:

Engagement of Parents

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 [Sections 1116].

Response:

We will host consistent meetings, workshops, and special events for both parents and students. Parents will be notified of the events via Remind, social media, and with a hard copy flyer.

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 [Section 1116].

Count	Program	Coordination
1	Title I	Special programming will be budgeted to host parent, student, and family events outside of the school day.
2	Title II	Literacy Professional Development will be planned for teachers (PreK-5 th).
3	ESSR	After school and Saturday School programming will be funded for students are various grade levels.
4	Title X	Title X funding will serve students that are in our FIT program.

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Annual 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 (school-wide or targeted assistance), Adequate Yearly Progress, 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 [Section 1116].

Steps	Annual Title I Meeting(s) Activities/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
A	Determine date for Annual Title I Meeting	Admin	Sept.	
B	Prepare presentation, handouts, and agenda	Admin	Sept., Jan., & Mar.	Presentation Handouts Agenda Parent survey
C	Create flyer/invitation informing families of the meeting (include translated versions)	Admin	Sept., Jan., & Mar.	A sign-in sheet and parent survey
D	Create sign-in sheet "Annual Title I Meeting" (include school name; date; location; time; parent/guardian's name; student name(s); phone number; email address; and role) and create evaluation	Admin	Sept.	Sign-in sheet and parent survey
E	Send out meeting notifications at least two (2) weeks prior to the meeting date	Admin	September-April	Flyer, screenshot of school's marquee, copy of email or Remind notification

F	Send reminder notices via school robocalls; post to social media outlets; school marquee; Class Dojo; Remind, student agenda, etc.	Admin	September-April	Screenshot of marquee, Remind, social media outlets
G	Conduct meeting and record minutes	Admin	September-April	Agenda and minutes
H	Provide opportunities for feedback	Teachers	1 st Semester 2 nd Semester	Parent survey and parent feedback form
I	Complete and upload required documentation for compliance to folder on SharePoint	Parent Liaison	September-April	Notification Agenda Minutes Sign-in sheets Presentation Handouts Parent survey

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how will the school provide with Title I funds, transportation, childcare, or home visits, as such services related to parent and family engagement [Section 1116].

Response:

In addition to hosting in-person meetings, we will also provide parents with the opportunity to meet virtually via ZOOM, or Teams. Also, teachers can provide flexible scheduling for grade level activities to accommodate parents with children in multiple grade levels.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parent/family involvement, in order to ensure effective involvement of parents and to support a partnership among the school, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent/family engagement activities under [ESEA Section 1116].

Family Capacity Building: Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
SAC Meeting & Annual Title I Meeting	Admin	Increase knowledge of student and parent expectations for all subject areas	Sept., Jan., & Mar.	Sign-in sheet, flyer for the events, and agenda <ul style="list-style-type: none"> Parent survey

Quarterly Literacy Events	Reading Coach	Increase the importance of literacy learning	Quarterly	Sign-in sheet, flyer for the events, and agenda <ul style="list-style-type: none"> • Parent survey
Parent Communication	Principal	Increase parent engagement	Monthly	<ul style="list-style-type: none"> • Levels of participation using FOCUS & Remind
Student Led Data Night	Teachers	Increase knowledge of student and parent expectations for all subject areas	1 st Semester	A sign-in sheet and sample documents from conference

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 parent/families, in the value and utility of contribution of parents/families. Describe how the school will reach out, communicate with and work with parents/families as equal partners. As well as implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116].

Staff Capacity Building: Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Using Data to Influence Your Instruction	Principal	Teachers will use the students' data to tailor instruction to meet their individual needs	Aug., Jan., & May	<ul style="list-style-type: none"> • Learning gains, agenda, and sign-in sheet • Climate survey
New Progress Monitoring Tool	Principal	Teachers will use the students' data to tailor instruction to meet their individual needs	August	<ul style="list-style-type: none"> • Documented steps of progress monitoring, agenda, and sign-in sheet • Climate survey
New Literacy Curriculum	Reading Coach	Teacher will develop lessons to teach reading standards using the new curriculum	August	<ul style="list-style-type: none"> • Documented steps of progress monitoring, agenda, and sign-in sheet • Climate survey

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [ESEA Section 1116].

Response:

- Our Parent Center will maintain consistent daily hours for parents to make good use of the provided resources (practice materials for reading and math, self-serve pantry, laundry services, etc.) The resources will be publicized via Remind, Car pick-up, social media, and hard copy.

Communication

Describe how the school will provide the following under [ESEA Section 1116].

- Provide a description of how parents/families will be given timely information about the Title I programs.
- Describe and explain the curriculum at the school, the forms of academic assessment used to measure student progress and the achievement level standards the students will obtain.
- If requested by parents, how will the school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
- Methods the school will use to submit parents/families' comments if the school-wide program plan is not satisfactory to the parents of participating children, that will be made available to the local education agency [ESEA Section 1116].

Response:

- Our goal is to keep parents abreast of all school-wide activities by using all of our available communication avenues: Remind, car pick-up slide show, flyers, newsletters, social media, etc. The aforementioned communication methods will be disseminated two weeks prior to the event with continued exposure until the day of the event. For ELA instruction, we will be using SAVAAS Reading for our core instruction and Go Math for our core math instruction. In addition to the assessment tools that accompany both series, we will also use STAR Reading and Math to measure our students' growth in the two areas. In addition to our scheduled meetings, we have an open-door policy and parents are always welcome to request a teacher-parent conference at any time as long as it is requested 24-48 hours in advance.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families and how the school plans to share 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.

Response:

Our goal is to keep parents abreast of all school-wide activities by using all of our available communication avenues: Remind, car pick-up slide show, flyers, newsletters, social media, etc. These publications will also come printed in Spanish.

Discretionary Activities (Optional)

Activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to parent/family engagement, etc.)

Count	Content/Type of Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
1	Student Led Conferences	Hosted meetings (2 times per year) As the teacher facilitates the group, students will walk their parents through a notebook detailing their growth through various points of the year.	Admin/ Teachers	Parents will be made aware of student and parent expectations	Oct. & April
2	Literacy Nights	Hosted quarterly meetings The Literacy Committee will host four themed events related to	Reading Coach & committee	Parents will be made aware of the importance of literacy learning	Quarterly

		prompting literacy.			
3	Family Game Night	Hosted quarterly gatherings The Admin team will host themed game events, with planned vignettes detailing how parents might engage with students and their learning.	Admin	Parents will be made aware of the student and parent expectations	Quarterly
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Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement 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) [Section 1116].

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
Working around family schedules before and after school	Providing flexible opportunities (in-person & virtually)	Guidance Counselor District ESOL Department	On-going
Internet Access	Providing Hot Spots when need for internet access	Administrators, Tech Cons, Teachers	On-going

Evaluation of the Previous School Year's Parent Involvement Plan

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 [Section 1116]. Include participation data on the Title I annual meeting.

Count	Content and Activity Type	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Student Led Conferences	2	250	Parents will develop an awareness of their child's academic achievement.
2	SAC Meetings	3	100	Parents will be made aware of student and parent expectations.
3	Family Game Night	3	100	Parents will be made aware of student and parent expectations.
4	Literacy Night	4	100	Parents will be made aware of student and parent expectations.
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Provide a description of 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)? [Section 1116].

Response:

All communication will be provided in a variety of ways and available in multiple languages.

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 [Section 1116 (c)(3)].

Count	Content and Activity Type	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Hardman	2	5	Specialized reading intervention
2	Orton-Gillingham	Self-paced	3	Specialized reading intervention
3	FCRR Reading training	10-week course	15	Specialized reading intervention
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Evidence of Input from Parents/family members

Evidence of parent input in the development of the plan. (SAC agenda, sign in sheets, minutes and other document with parent input).

Submit Parent and Family Engagement Plan with principal signature.

Parent-School Compact

Note: As a component of the school-level parent and 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 Section 1116(d)].

Submit Parent-School Compact with principal signature.

Evidence of Parents/family members in development of Parent-School Compact

Note: As a component of the school-level parent and 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 Section 1116(d)].

Evidence of parent input in the development of the compact.

