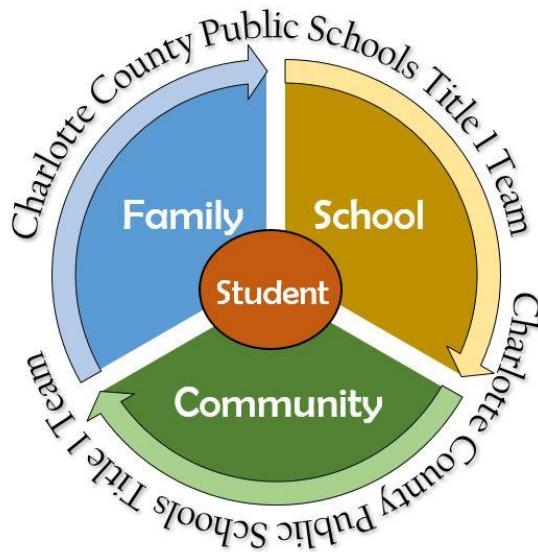


Parent & Family Engagement Plan 2017-2018

PFEP Formally know as PIP



LIBERTY ELEMENTARY SCHOOL

2017-2018

INSTRUCTIONS

1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.
3. Upload to Google Doc **May 19th, 2017**.

Evaluation of 2016-2017 PIP

BUILDING CAPACITY

Content & Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
*Parent Workshops re: Florida Standards		12	Prep for Florida Standards Assessment
*Family Reading Experience (FRE)		1836	Reading -Modeling literacy habits and love of reading
*Student-led Conferences	3	232	Progress monitoring; student self-assessment
*Title I Annual Meeting - Parents will gain information about Title I Services.	1	460	Family support; parents becoming intricate part of the school culture
*PreK Home Visits	2	40	Student readiness to

			learn; attitude toward school
*Parent Institute Weblink			Building capacity with parents to increase student achievement
*Family Engagement Conference		3	Building capacity with parents to increase student achievement
*District PIPT Training Day	1	9	Family support; parents becoming intricate part of the school culture Building capacity with parents to increase student achievement
*School Based PIPT Meetings	6	20	Building capacity with parents to increase student achievement
* Patriot Picnic with Science Fair	1	151	Building capacity with parents to increase student achievement and family support
* iMom Presentation		142	Family support; parents becoming intricate part of the school culture
* All Pro Dads		104	Family support; parents becoming intricate part of the school culture
* Bring Your Child to School Day	1	33	Family Support
* Winter Night			Building capacity with parents to increase student achievement and family support

* PTO Meetings	6	53	Building capacity for family support and progress monitoring school goals
* SAC Meetings	6	51	Building capacity for family support and progress monitoring school goals
* Quarterly Awards	4	1492	Building capacity for student learning and a positive attitude towards behavior and academics
*Chick Fil A Nights	8	332	Building a love for learning through engaging games and activities; encouraging family support
* Math and STEM Nights	2	147	Encouraging family support through building a love of science and math
* Fall Fest and Spring Bash and Book Fair		254	Building a love of reading through age appropriate texts, family support, building capacity with parents
* Summer Slide Challenge	1	30	Building a love of reading; building capacity for family support at home

STAFF TRAINING SUMMARY

Content & Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
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*Presentations/updates to faculty/staff during Pre-Week, and Wednesday Morning Meetings	1	40	*Builds capacity among staff/faculty to partner with parents and the larger school community
*Family Resource Center (FRE) -- *Open Center on Tuesdays, 7:00a.m. - 8:30a.m. - facilitate parent visits		1836	*Educates/informs parents and helps them model good literacy habits and the love of reading
*Wednesday Morning Meetings with Staff			*Educates staff in how to reach out to, communicate with, and work with parents as equal partners.
*Family Engagement Conference		3	Builds capacity among staff/faculty to partner with parents and the larger school community
*School PIPT Meetings			*Builds capacity among staff/faculty to partner with parents and the larger school community
*District PIPT Planning Day		9	*Builds capacity among staff/faculty to partner with parents and the larger school community
*Title I Achievement and Family Associate Monthly PLC	9	9	*Builds capacity among staff/faculty to partner with parents and the larger school community to increase student achievement

PARENT & FAMILY ENGAGEMENT PLAN 2017- 2018

ASSURANCES

- The parents of Title I students are involved in decisions about how Title I funds are spent.
- A description of how your school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA.
- The plan was jointly developed/ revised with parent and made available to the local community.
- The parents and families are involved in planning, reviewing and improving the schoolwide program.
- How the plan uses the findings of the parent and family engagement plan to review design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- The school will notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is assigned out of field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on State assessments. [ESEA section 1116]

Principal's Signature

Date Signed

MISSION STATEMENT

(OPTIONAL)

- The parent and family engagement plan is a shared responsibility.
- The parent and family engagement will assist in providing high quality instruction for all learners.

The parent involvement mission for LES is to support the teaching and learning of all students through a strong home-school partnership so that students can successfully prepare for college and/or career.

INVOLVEMENT OF PARENTS

- The school will involve the parents and families in 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.

In August LES asks for volunteers to participate as members of the Parent Involvement Team for the school year. The group includes two parents, two teachers, a math coach, a Title 1 Para, and an assistant principal. In May the team attends an all-day professional development workshop offered by the District Title 1 Team. The topics include Parent Involvement with regards to student achievement, including working with parents as supporters, advocates, teachers and decision makers; building capacity through professional development for everyone; discussion of use of funds for parents involvement; and engaging with community members to plan and implement substantive work to improve student achievement.

During the September 2017 SAC meeting the assistant principal and available Parent Involvement Team members will meet to discuss the highlights of the 2017-18 Parent Involvement Plan and gain additional input from the SAC members. The Parent Involvement Team will collaborate with SAC and larger school community to implement strategies and make adjustments as needed. As members leave the Parent Involvement Team, recruits will be acquired and trained to replace outgoing members.

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

- The school will coordinate and integrate parent and family engagement programs and activities.
- The school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Program	Coordination
Title III	Assistance for English Language Learners- Lead Teacher, Reading and Math Coach, Interpreter, EL professional-- all work with students and families
Title X	Social Worker works with students and families through the Homeless Coalition
Title X	Violence Prevention Outreach LES, with Social Worker, School Resource Officer, Charlotte Co Alliance for Safe and Drug Free Schools, and information provided to parents through the monthly school newsletter.
Head Start and VPK	VPK preparation for school, home visits are made
Federal Lunch Program	LES, with CHAMPS Cafe offer nutritious, daily breakfasts and lunches onsite for free for all students, with emphasis on baked, broiled and lean meats, fresh fruits and vegetables. Food calendars and nutrition information is sent home monthly to parents.
Headstart/VPK	Kindergarten Roundup is when parents are invited to the school over the course of one week to register and gain information about Kindergarten expectations.
Title I, Title II, Title X	Parents attend the Title I Family Reading Experience which is offered twice weekly by our Title I Family Achievement Associate in the Family Reading Experience.

ANNUAL PARENT MEETING

- Description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program.
- Description of the nature of the Title I program that is shared with parents

(schoolwide or targeted assistance)

- Description of how the meeting will cover (AYP), school choice, and the rights of parents are covered at the annual meeting.

Activity/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
School Connect Call Announcing the Annual Title I Meeting	Assistant Principal	August 2017	Log of 600+ Calls
Marquee notice 9 days before	Assistant Principal	July 20th, 2017	Photograph
Title I Annual Meeting	Principal, Assistant Principal, Staff	August 8, 2017	Agenda, Sign In, Minutes
School Website	Tech Facilitator	August 1, 2017	Website Screenshot
Facebook Messages	Assistant Principal	August 2017	Website Screenshot
Hard Copies of letters	Office Staff	August 2017	Copy of Letter

FLEXIBLE PARENT MEETINGS

- How the school offer a flexible number of meetings, such as meetings in the morning or evening.
- How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]

LES will review parent survey information and offer meetings and trainings at various times during the school year. Family Reading Experience will be open to families twice weekly. All family members are welcome. During Family Nights throughout the year we will share grade level expectations and standards with families. We will have Parent Involvement Meetings as necessary and Family Involvement Activities will be planned through the Math and Literacy Committees at school.

SAC meetings will occur monthly and we will concentrate on increasing attendance. During teacher and parent student led conferences, students will lead the conference and share leadership notebooks. This will be helpful for parents and students concerning progress monitoring and student self-assessment.

BUILDING CAPACITY

- The school will implement activities that will build the capacity for meaningful parent/family involvement.
- The school will implement activities that will build relationships with the community to improve student achievement.
- The school will provide materials and trainings to assist parents/families to work with their child(ren).
- The school will provide other reasonable support for parent/family engagement activities.

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Family Reading Experience	AFA Paraprofessional with support from AP & District Title I Staff	Reading-modeling literacy habits and love of reading to increase student achievement	August-May	Flyers, Agendas, Sign-In Sheets, Data
Student Led Conferences	Classroom Teachers	Progress monitoring for student achievement; student self-assessment to increase student achievement.	August-May	Parent Sign-In Sheets
Title I Annual	All staff and	Family support	August 8th,	Sign In Sheets,

Meeting- Parents gain information about Title I Services	administration	to increase student achievement, Parents becoming intricate part of the school culture which will increase student achievement.	2017	Teacher Logs
Family Engagement Conference	AFA Paraprofession al	Building capacity with parents to increase student achievement.	November 2016	Sign In Sheets and evaluation results
District Parent Involvement Planning Day	Parent Involvement Team and District Personnel	Family Support; parents becoming intricate part of the school culture and building capacity with parents to increase student achievement	May 2018	Agenda, Sign In, and evaluation results
Bring Your Child to School Day	Title I paraprofession al	Family support to increase student achievement	September	Flyer, sign in and presentation
PTO Meetings	Administration and PTO	Building Capacity for Family Support and Progress Monitoring school goals to	August-May	Agenda, sign in and minutes

		increase student achievement		
SAC Meetings	Administration and SAC	Building Capacity for Family Support and Progress Monitoring school goals to increase student achievement	August-May	Agenda, sign in and minutes
Quarterly Awards	Administration, Teachers	Building capacity for student learning and a positive attitude towards behavior and academics which will increase student attendance and achievement.	August-May	Flyer, Sign in sheets
Chick Fil A Nights	Committees, Administration	Building a love for learning through engaging games and activities encouraging family support to increase student achievement.	August-May	Flyer, Facebook Post, Google Sign In
Summer Slide Challenge	Administration, Coaches	Building a love for reading and math; building capacity for family support at home which will increase student	August 2017	Flyer, Directions, Facebook posts

		achievement.		
Parent Workshops	Lead Teacher, AP, Family Engagement Specialist	Prep for Florida Standards Assessment to increase student achievement	August-May	Flyer, agenda, sign in sheets, minutes
Parent Institute Weblink	Title I District Personnel	Building Capacity with parents to increase student achievement.	Ongoing	Parent survey results/counter on weblink
Patriot Picnic, Leadership Day, Science Fair	Lead Teacher, Coaches, AP, Title I District Personnel	Building capacity with parents to increase student achievement and family support	March 2018	Flyer, sign in sheets, presentation
Winter Night with chorus	All Staff, Administration, PTO	Building capacity for family support and progress monitoring school goals	December	Flyer sign in sheet
Fall Fest and Spring Bash Bookfair	Committees, administration, Nease	Building a love of reading through age appropriate text family support, building capacity with parents which will increase student achievement in reading.	August-May	Flyer, Sign In sheets
Math and/or STEAM Night	August-May	Committee administration, Coaches,	August-May	Flyer, Sign In sheets

		Committees		

STAFF DEVELOPMENT

- 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 contributions of parents/families.
- 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 how to reach out to, communicate with, and work with parents/families as equal partners.
- 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 implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Presentation and updates to Family Nights during Pre Week, Staff Meetings, and Committee Meetings	Administration, Parent Involvement Members	Building capacity among the staff to partner with parents and the larger school community to increase student achievement.	August-May Committee Meetings	Agenda, Notes, Direct Observation
Family Resource	FRE Coordinator	Educates and informs	August-May and Parent	Sign In Sheets, Participation

Center (FRE) Open Tuesday and Thursday 7:00-8:30. Facilitate Parent visits	with help from Assistant Principal and District Title I Personnel	parents and helps them model good literacy habits and love of reading to increase student achievement.	Involvement Training Day	graphs, Data Charts
Staff Meetings	Administration and Committees	Educate staff on how to reach out to, communicate, and work with parents as equal partners to increase student achievement.	August-May	Agendas, sign in sheets
Family Engagement Conference	District Title I Personnel	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	November 2017	Agenda, Ticket
School Committee Meetings	Committee Chairs	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	August-May	Agendas, Sign In Sheets
District Title I Parent Involvement Planning Day	District Title I Personnel	Builds capacity among faculty/staff to partner with parents and the larger school	May 2018	Agenda, Sign In, Notes

		community to increase student achievement.		
Title I Achievement and Family Associate Monthly PLC	District Title I Personnel	Builds capacity among faculty/staff to partner with parents and the larger school community to increase student achievement.	August-May	Agenda, Sign In Sheets, Evaluations

OTHER ACTIVITIES

- 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). [ESEA Section 1116]

Family Reading Experience- Tuesday and Thursdays led by the Title I Para III. Documentation will be provided.
 Welcome packets for new parents distributed by the front office.
 SAC and PTO meetings will occur during school hours so childcare is not an issue.
 Parent Involvement Projects- per classrooms, school-wide projects will ask for parent and teacher volunteers
 Leadership Culture- active recruitment of parents by Leadership team throughout the year.

COMMUNICATION

- The school will provide timely information about the Title I programs.
- The school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain.

- ❑ If parents request, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).
- ❑ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 116]

- Title I Annual Meeting on 8/8/2017: Families will receive required information on Title I and opportunities for parenting, learning at home, volunteering, and decision making available during the 2017-18 school year.
- Monthly School Newsletter will contain a “Title I Information” section.
- School website will feature links for Title I information.
- Grade level standard links will be featured on school website and distributed at grade level meetings.
- Parent Survey data will be utilized to plan meetings.
- LES will display a suggestion box on the school website for parent ideas and suggestions. Results will be shared and followed up with staff.
- An updated information notebook regarding Title I services and parent rights will be displayed in the front office area.
- Parent Involvement District Training in May 2018. Parent Involvement Team will meet when necessary to make any adjustments. Literacy, Math, and Leadership Committees will plan and coordinate family events and debrief to make necessary adjustments after the event.
- In the school newsletter we will provide monthly communication with the school and community partners about ways to help their students at home and community activities.

ACCESSIBILITY

- ❑ Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- ❑ Describe how the school will 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.

Liberty Elementary has a Guidance Counselor who is multilingual, and he will be working closely with parents and students to promote student achievement, academically and behaviorally.

Translated information will be available as needed and is practical, in front office for staff to use when assisting families. As needed, LES will offer translation services to assist parents.

As necessary, translator services will be offered at parent workshops/Family Nights to assist all families. Parents Right To Know information will be provided in English and in Spanish, it will also be posted on our school website. Parent Institute links and Parent Involvement Plan will be posted on our website for parents who cannot access our building.

Parent guide distributed to all families in English and Spanish.

For families unable to come to school campus information will be sent home.

DISCRETIONARY ACTIVITIES (optional)

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

Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
Maximizing parental involvement and participation in their children's education by arranging	Flexible scheduling for events, meetings, and activities; arranging child care on campus, helping make carpool	Core Leadership team, grade level program planners, PTO	Builds a culture of warmth, acceptance, and helpfulness which will increase student	August-May

school meetings at a variety of times, or conducting in home conferences between teachers or other educators, who work directly with participating children with parents who are unable to attend at school. (Section 1118 (e)(10))	arrangements		achievement	
Adopting and implementing model approaches to improving parental involvement. (Section 1118 (e)(11))	Great emphasis on outreach to parents and larger school community	Core Team Leadership; all faculty and staff	Builds rigor, relevance, relationships, rich environment and acceptance which will increase student achievement	August-May
Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities. (Section 1118	Use of leadership practices	Core Team Leadership, all faculty and staff	Builds strong relationships in the larger school business community which then provides additional support/ resources for students, re: relationships and materials resources	August-May

(e)(13))			which will increase student achievement.	
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BARRIERS

- Describe the barriers that hindered participation by parents during the previous school year.
- Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents /families of migratory children).

Commented [1]: Please remember to complete this section.
Thank You!
Renee

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline

PARENT-SCHOOL COMPACT

- Evidence of parent involvement in development, participation, and review of parent-school compact
- Compact outlines how parents, the school staff and students will share in the responsibility for improved academic achievement.

SCHOOL BROCHURE

- Update all dates
- Update staff names (must have Principal and AFA names)
- Review & update information
- Remember to include:
 - School web site
 - School address
 - School phone number
 - Family Center days and times
 - Patents Right to Know
 - Parent/Family Engagement information
 - Title I Information (overview)
 - Student Success Plan information
- Must be reviewed by Renee BEFORE being sent to Print Shop.**