

**Castle Hill Elementary
School-Level Parent and Family Engagement Plan (PFEP)
2024-2025**

Mission Statement

Castle Hill Elementary School's mission is "Mission Possible. We Make Learning Possible." Our beliefs are that no matter what the trials are for our students and staff, we will continue to persevere. We have students with one or more disabilities, homeless families, students who are adopted or in foster care, students who are abused, and the list goes on, but with our loving, caring and safe environment, we work diligently together as a team to ensure our students get the best education possible, we provide our faculty and staff with professional development courses throughout the school year and professional learning communities (PLCs).

Engagement of Parents and Families

Castle Hill Elementary will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs in this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

Castle Hill Elementary 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 or parental involvement will be used. School Advisory Council (SAC) and School Advisory Forum (SAF) meeting will be held monthly to review and revise the School Improvement Plan (SIP). Parents and guardians will be encouraged to give feedback during the meetings and on surveys. Meeting times will vary to accommodate parents and to increase parental involvement.

Coordination and Integration

Castle Hill Elementary will coordinate and integrate parental involvement 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 (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C (Migrant); Title I, Part D (Neglected, Delinquent and At-Risk Youth); Title II

(Effective Instruction/Professional Development); Title III (ELL/ESOL) and Title IX, Part A (McKinney-Vento Homeless)[Section 1116(e)(4)].

Count	Program	Coordination
1	Literacy Night	Parents, teachers and staff, administrators, and community partners.
2	Math Night	Parents, teachers and staff, administrators, and community partners.
3	Science/STEAM Night	Parents, teachers and staff, administrators, and community partners.

Annual Parent Meeting

Castle Hill Elementary will take the following actions to convene an annual meeting, to which all parents and guardians of participating children shall be invited and encouraged to attend, to inform parents and guardians of their school's participation under this part and to explain the requirements of this part, and the right of the parents and guardians engaged. Include the specific activity and/or activities, frequency and duration, evidence-based research on effective implementation and maintain documentation, ensuring that all parents and guardians are invited and encouraged to attend [Section 1116(c)(1)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Announcements-Marquee, Parent Link and Website	August - September 2024	https://blog.teachmint.com/open-house-meeting/ The Importance of Open House Meetings	Parent Link Data
Develop Agenda	August - September 2024	https://blog.teachmint.com/open-house-meeting/ The Importance of Open House Meetings	Agenda and sign-in sheets
Plan Classroom Presentations	August - September 2024	https://blog.teachmint.com/open-house-meeting/ The Importance of Open House Meetings	Presentation
Annual Parent Meeting	August - September 2024	https://blog.teachmint.com/open-house-meeting/ The Importance of Open House Meetings	Agenda and sign-in sheets

Flexible Parent Meetings

Castle Hill Elementary will offer a flexible number of meetings, such as meetings in the

morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

Ninety percent of our parent meetings are in the evening and ten percent are in the morning. The schedule was created based on meeting with parents and getting feedback from them. Parents can bring their children as they will be accommodated at the meetings. The community liaison, social worker, and Head Start teachers will conduct home visits as needed. Teachers will provide optional meeting times for parent-teacher conferences.

Building Capacity

Castle Hill Elementary will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Open House	August - September 2024	https://www.wisegeek.com/what-is-a-school-open-house.htm What is a School Open House?	Flyers, agenda, and sign-in sheets
Parent Conferences	Ongoing	https://www.wgu.edu/heyteach/article/mastering-parent-teacher-meeting-eight-powerful-tips1612.html Mastering the Parent-Teacher Meeting	Parent conference forms and assessment results
Parent Involvement Nights	Ongoing	https://www.waterford.org/education/how-parent-involvement-leads-to-student-success/ How Family Engagement Leads to Student Success	Flyers, agenda, sign-in sheets, and assessment results
Mentoring Program	Ongoing	https://youth.gov/youth-topics/mentoring/benefits-mentoring-young-people Benefits of Mentoring for Young People	Flyers, observations, and assessment results

Staff Training

Castle Hill Elementary will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Professional Learning Communities (PLCs)	August 2024-May 2025	https://www.edutopia.org/article/creating-effective-professional-learning-communities Creative Effective Professional Learning Communities	Student data, agenda, lesson plans, sign-in sheets
Strengthening the Home to School Connection	August 2024-May 2025	https://www.learningaz.com/site/resources/breakroom-blog/home-school-connection#:~:text=Studies%20show%20that%20a%20strong.and%20an%20increased%20graduation%20rate. Strengthening the Home to School Connection	Student data, Agenda and sign-in sheets
Improving Parent-Teacher Communication	Monthly	https://www.waldenu.edu/online-bachelors-programs/bs-in-elementary-education/resource/nine-ways-to-improve-parent-teacher-communication 9 Ways to Improve Parent-Teacher Communication	Student data, Agenda and sign-in sheets

Other Activities

Castle Hill Elementary will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].

The Title I Mobile Unit will be available to provide information and resources to parents. The School Counselor and Parent Educator will be available for conferencing and education seminars. Castle Hill will continue to collaborate with Ascension Peach Church and the Lauderhill Education Advisory Board to support our students with resources that will increase student achievement and aid parents by purchasing school supplies for students.

Communication

Castle Hill Elementary will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];*
- *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 respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].*

To ensure parental awareness of the Title I Program and initiatives, parents will be notified in the school newsletter, School Advisory Council (SAC) and School Advisory Forum (SAF) meetings, parent link, the school website, and the through school activities.

Accessibility

Castle Hill Elementary will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

All activities and publications will be translated where possible in various languages. Additionally, vital and urgent information will be translated via parent links. Staff members will be utilized to translate information in the native language of the parents during meetings.

School-Parent Compact


As a component of the school-level parent involvement plan, 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 [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

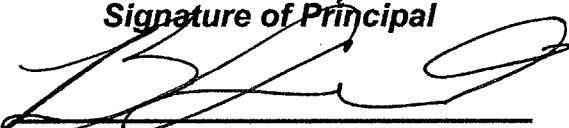
Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

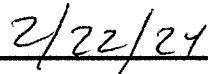
This plan was adopted by the school on **02/22/2024** and will be in effect during the 2024-2025 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2024.



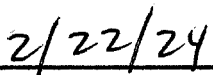
Signature of Principal



SAC Chairperson



Date



Date