

Collins Elementary SCHOOL
School-Level Parent and Family Engagement Plan (PFEP)
2024-2025

Mission Statement

Collins elementary school envisions itself as a school of excellence that ensures a nurturing environment to meet the academic and social needs of children. Our mission is to empower young minds by operating with high expectations that are met through providing a positive, safe and stimulating environment. We pride ourselves on rigorous instruction, personal growth, and effective collaboration with all stakeholders. As such, we will promote positive communication between the school and our students homes that will strengthen the school, family, and community in partnership.

Engagement of Parents and Families

Collins Elementary School 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)].

Quarterly Title I liaisons technical assistant meetings will serve as the main forum for sharing information regarding the federal requirements of the district as a recipient of title I Part A funds. The program specialist and grant facilitators are responsible for providing information and technical assistance to schools. Additionally, there is daily two way communication via an e-mail system (Office 365) for Title I liaisons to address concerns and/or inquiries as it relates to Title I processes/procedures. The LEA as an additional reasonable support for parental involvement activities will provide parent literacy workshops. The facilitators will provide train the trainer opportunity for the Title 1 liaison, parent representatives, and other school staff to enhance their abilities to prevent parental involvement information and promote parent literacy. These trainings will be conducted as requested and will be available throughout the school year.

Coordination and Integration

Collins Elementary School 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 (HIPPPY); 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	Early Childhood Educational Department (Headstart)	The LEA will coordinate services through the Early Childhood Department (Head start). Title I, Part A funds will be utilized to provide local educational agencies (LEA) resources that help children gain a high quality education and the skills to master the Florida Standards. Title I provides additional resources to schools with economically disadvantaged students. These resources provide additional teachers, professional development, extra time for teaching, parent involvement activities, and other activities designed to raise student achievement two models are used in title I schools to provide these services. School wide reform models provide all students with access to services. Targeted assistance models provide services to select students in Title I schools. Migrant educational program (Title I- C) Title I, Part A will have ongoing collaboration with the Title I, part C, identifiers/ recruiters which are partially funded by title one title I, Part A as well a Pre-K teacher and professional to address the identified needs of migrant students and families . Title I, Parts A,C and D will collaborate efforts to inform parents of available services and programs offered through the parent involvement program to include: School/District community workshops, Title I Parent Training Academy and Computer Literacy Training.

Annual Parent Meeting

Collins Elementary School 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
Title I Orientation Annual Public Meeting	August 2024	https://www.edweek.org/leadership/does-parent-involvement-really-help-students-heres-what-the-research-says/2023/07	Attendance, Leadership Team debrief meeting

Flexible Parent Meetings

Collins Elementary School 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)].

Meeting times will range from 8:30am to 6:00pm

Building Capacity

Collins Elementary School 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
<i>Trainings provided on literacy, math, and science strategies to help parents help their child be successful in school</i>	6	https://www.readingrocket.org/blogs/shanahan-on-literacy/11-ways-parents-can-help-their-children-read	Attendance, Leadership team debrief meeting

Staff Training

Collins Elementary School 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
<i>Title I Liaison Technical Assistance Training</i>	<i>Quarterly</i>		Feedback Surveys
Staff Training about Effective Communication and conferencing with Parents	August 2024	https://www.readingrocket.org/topics/parent-engagement/articles/building-parent-teacher-relationships#:~:text=Research%20shows%20that%20parental%20involvement,toward%20better%20meeting%20those%20needs.	Sign in sheet/ Leadership team debrief

Other Activities

Collins Elementary School 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)].

Literacy Night, Stream Night, FSA roundtable academic night, Parent University, Webinars and Parent Breakfast- (Donuts with dad, muffins with mom)

Communication

Collins Elementary School 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)].

Parent Links, Newsletters, Flyers, School Website, Class Dojo

Accessibility

Collins Elementary School 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)].

Efforts will be made at parent events to have a translator available for our Spanish and Haitian Creole. Efforts will be made to have recordings and handouts of Parent Events available on the school website.

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 02/28/2024 and will be in effect during the 2023-2024 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2023.

Tracy D Jackson
Signature of Principal

2/29/24
Date

[Signature]
SAC Chairperson

2/29/24
Date