



St. Lucie Public Schools
Parent and Family Engagement Plan SY 23-24
Floresta Elementary School

1. Parent and Family Engagement Mission Statement (optional)

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2. Involvement of Parents/Families

Describe how the school involves parents/families in an organized, ongoing and timely manner, in the planning, reviewing and improvement of Title I programs including involvement in decision making of how funds for Title I will be used [ESEA Section 1116]. Explain how the plan will be shared with families and the community, in a language they can understand.

Floresta Elementary School believes in involving parents in all aspects of its Title 1 programs. The School Advisory Council has the responsibility for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan (SIP). The School Advisory Council (SAC) is composed of the principal and an appropriately balanced number of teachers, education support employees, parents, and other business and community citizens who are representative of the community served by the school. More than 50 percent of the members of the SAC are parent (non-employee) representatives. In addition, all parents are given the opportunity to review the plan and offer their input prior to approval. Parents Notifications of SAC meetings are sent out via e-mail, Facebook, ClassDojo and School Messenger. Documents including sign-in sheets, agendas, minutes, and any other additional information will be available through the school office. Parents who are unable to attend SAC can e-mail or speak with administration regarding any feedback and/ or questions they may have.

3. Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities with other programs. Explain how these activities will teach parents how to help their child/children at home [ESEA Section 1116)

Include the name of the federal program, district departments, business, community agency, governmental and non-governmental organizations you collaborate with to integrate parent engagement opportunities.

VPK Programs: Kindergarten teachers will work together to coordinate transition into the public-school programs. The kindergarten teachers will be available to meet to discuss transitioning into the kindergarten classroom.
Individuals with Disabilities Education Act (IDEA): Supplemental instructional support provided by Title 1 will be discussed with parents during the development of the students IEP.
Curriculum Night and Open House: Administration and teacher leaders will coordinate curriculum nights that assist parents with how to help their child at home.

4. Annual Parent Meeting

The meeting is for families to learn about the school's Title I programs and requirements.

- Describe the specific steps your school will take to invite parents and the community to the Title I Annual Meeting. Include the date and time you plan to hold the meeting/s.
- Describe the materials and resources you will provide.
- Describe how the school will inform parents of school performance data and the rights of parents.
- Describe how you will gain input and feedback from families.

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Title 1 Annual Parent Meeting:	Administration	9/7/23	Copies of agendas. PowerPoint presentation and handouts
2	Develop and disseminate invitations	Parent Liaison	August	Flyer with date of dissemination posting on school Web, Facebook, ClassDojo site
3	Advertise/publicize event	Parent Liaison	August	Posting on school Website, Facebook, ClassDojo and Newsletter
4	School Messenger	Administration	August	School Messenger Report
5	Marquee Message	Maintenance	August	Parent Participation
6	Maintain documentation	Administration	August	Title 1 documentation...Documentation will be shared with LEA Title 1 office for monitoring purposes.

Parent input survey will be shared with families during open house. Laptops with the forms survey will be set up the cafeteria and a QR code with the survey link will be distributed at open house and posted on social media. A printed survey will be added to the enrollment packet to provide opportunity for feedback from families who enroll later.

5. Flexible Parent Meetings

Describe how the school will:

- Offer a flexible number of meetings, such as meetings in the morning or evening.
- Provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement [ESEA Section 1116].

The leadership and staff of Floresta Elementary have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Our first annual meeting for parents will be held in the evening to accommodate the parents' work schedules. Our School Advisory Council meetings will be right after dismissal and our Parent Teacher Organization meeting will be held at the parents' convenience. This will ensure that all parents have an opportunity to be involved.

Barriers will be addressed as identified.

6. Building Capacity for Involvement

Describe the training you will offer parents to build their capacity to support learning at home to improve student academic achievement, such as literacy training and using technology. Plan to provide at least one activity per quarter.

- Implement activities that will build the capacity for meaningful parent/family engagement.
- Implement activities that build relationships with the community to improve student achievement.

Activity Description	Materials Provided to Parents/Families	Date of Activity	Person/s Responsible	Evidence of Effectiveness
Open House- Teachers provide expectations of student achievement; what students need to know and be able to do and how parents can help their children.	Information to parents on the expectations and how parents can help their children	August 8, 2022	Floresta Staff	Sign-in sheets, invitations, presentation materials
K-5 th Grade Curriculum Night	Provide information to parents on expectations and how they can help their child.	September 7, 2023	Floresta Staff	Sign-In sheets, invitation, agenda, presentation materials

Title 1 Parent Involvement Meeting/Curriculum Night	Provide information to parents on Title 1 and content specific sessions that will include grade level proficiency, strategies parents can use at home.	September 7, 2023	Administration and Teachers	Sign-in sheets, handouts, agendas, and presentation materials.
Conference Night	Teachers will conduct individual conferences to discuss each child's assessment results, expectations and goals for the school year. Teachers will also provide families with strategies to help their learner at home.	October 25, 2023/ February 7, 2024	Classroom Teachers	Conference logs and sign-in sheets, increased attendance material, parent communication tips.
Family Learning – STEAM		April 18, 2024	School Wide	
Family Learning– Literacy	Teachers will provide materials and strategies the parents can use to help their child at home with reading.	March 6, 2024	Floresta Staff	Sign-in sheets, handouts, agendas, and presentation materials.

7. Staff Development

- Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders, as well as other staff with the assistance of parents/families in:
- The value of their 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 the school;
- How to reach out to, communicate with, and work with parents and families as equal partners; and
- How to implement and coordinate parent/family programs and build ties between

Activity Description	Materials Provided	Date of Activity	Person/s Responsible	Evidence of Effectiveness
Building Relationships with Families (Communication PD)	Handout with tips	Fall	Administration /Coaches	Handouts, agendas, and presentation materials.
How to reach all families?	Sentence stems, role play	Winter	Administration /Coaches	Handouts, agendas, and presentation materials.

8. Other Activities

Describe other activities, (such as a parent resource center) the school will conduct in order to encourage and support parents/families in more meaningful engagement in the education of their child/children [ESEA Section 1116].

Positive Postcards
Monthly School Calendars

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Positive Postcards

9. Communication

Describe how the school will notify parents of participating children the following:

- **Timely information about the Title I program and activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand.;**
- **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 participate, as appropriate, in decision relating to the education of their child/children [ESEA Section 1116].**

Response:

August- Conduct Parent Input Survey at open house. Additionally, send out via Skyward Messenger, Facebook and Dojo.

At the annual meeting of parents, Floresta Elementary will hold a general meeting where information will be presented about the Title 1 programs, the curriculum, and academic assessments. The school will also provide information regarding Title 1 programming utilizing various methods. Monthly Parent Newsletters, the school website, School Messenger, Classroom Dojo, Facebook and daily planners and homework folders are some of the ways the school will communicate information to parents. Information concerning assessments and curriculum information and the way in which it is assessed will be discussed throughout the year. These times may include Meet Your Teacher, Title 1 Night, Curriculum Nights, School Advisory Meetings, Parent Conferences, IEP meetings and PST meetings. Title 1 brochures and information regarding programs are available in the front office. Progress monitoring, data, including but not limited to FSA, and Progress Monitoring will be shared with parents during SAC meetings and parent conferences. Parents will be notified of Title 1 Meetings, Curriculum Nights, SAC and PTO meetings in the parent newsletters, marquee, and School Messenger. The parent newsletter is sent home with the students and is available on the school's website. Activities that will occur during the month will be on a calendar for parents. Follow-up School Messenger messages will be made prior to the events. Parental feedback and sign-in sheets will be used to monitor attendance.

10. Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents. Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable, uniform format and in a language that parents/families can understand.

The completed PFEP will be posted on the school's website. Written communication will be provided for parents in English, Spanish, and Haitian Creole. Translators will be available at all parent meetings if needed. At Floresta we will ensure that information is available to parents with students that have disabilities through the School Messenger, Monthly Newsletters, School's Website and during the annual Individual Education Planning meeting. We will use the School Messenger to notify all parents of the activities and services available at Floresta.

11. Discretionary Activities (Optional)

Describe 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.)

12. Barriers

Provide a description of the:

Barriers that hindered participation by parents during the previous school year. (Language, disabilities, transportation, childcare, schedule, homelessness, communication, other)

Steps the school will take during the upcoming school year to overcome the barriers (with attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children) [ESEA Section 1116].

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome Barrier
<ul style="list-style-type: none">- Parent survey results showed that 6PM was Later time is needed- Lack of childcare	<ul style="list-style-type: none">- Offer 6:00PM event times- Offer Child Care