



## **NORCREST ELEMENTARY SCHOOL**

### **School-Level Parent and Family Engagement Plan (PFEP)**

### **2024-2025**

#### **Mission Statement**

*The mission of Norcrest Elementary School is to serve the students, staff, and community by instilling the love of learning, challenging students to achieve higher expectations, and preparing students to be college and career ready.*

#### **Engagement of Parents and Families**

*Norcrest 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)].*

*Parents are involved in the Title I program through monthly parent activities that begin in August with our open house followed by our annual Title I meetings for all grades. During open house, parents receive invitations to meet the teacher, explore student curriculum materials, and learn about the school, parent, and student responsibilities and expectations through the school parent compact. During this time, teachers introduce parents to the various assessments applicable to each grade level and invite parents to become part of the school decision-making process through SAC, SAF, and PTA membership.*

*Planning of SAC, PTA, and Title I, family nights are done in close collaboration to maximize participation and provide opportunities for parents to engage in school events in diverse ways. SAC meetings are held monthly, parents are welcomed to involve themselves in the decision-making process by reviewing, providing input, and evaluating the school improvement plan, school parent compact, and school parent engagement plan. Furthermore, discussions involving the Parent allocation funds held annually, provides parents an opportunity to give input in finding the best use these funds.*

*The close collaboration and promptness of involving our parents in the decision-making process of school related events depend on timely notification. Norcrest Elementary uses*

*a wide range of methods to reach our parents such as parent links, school website, and flyers. Norcrest also provides school information in four different languages and offers services such as translators to ensure we communicate effectively with our community.*

### **Coordination and Integration**

*Norcrest 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)].*

<b>Count</b>	<b>Program</b>	<b>Coordination</b>
1	<i>Title 1 annual meeting &amp; open house</i>	<i>Administration, Title 1 Liaison, Faculty</i>
2	<i>ESOL family engagement nights</i>	<i>Administration, ESOL Contact, Faculty</i>
3	<i>Curriculum nights (math, science, ELA)</i>	<i>Administration, Instructional coaches, Faculty</i>

### **Annual Parent Meeting**

*Norcrest 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)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>Title I Annual Meeting and Open House</i>	<i>Annually/ August</i>	<i>Bido, J. M. (2020). The Language of Parental Involvement: A Document</i>	<i>Sign In/Participant Attendance</i>

		Analysis of Parent Involvement Plans (PIP's) of Title I Elementary Schools.	
Parent Links and School Website	Biweekly	fulianti, K., Denessen, E., Droop, M., & Veerman, G. J. (2022). School efforts to promote parental involvement: the contributions of school leaders and teachers. <i>Educational Studies</i> , 48(1), 98-113.	Parent Link response reports and Website survey participation

### **Flexible Parent Meetings**

*Norcrest 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)].*

*Norcrest offers flexible meeting times to meet our parents' diverse needs. Monthly SAC meeting times are selected based on majority vote. Voting on SAC meeting times are done yearly encouraging teachers, parents, and community partners to participate. PTA solicits responses from parents to determine preferred meeting times and meetings are held every month. Furthermore, parent nights are scheduled for both afternoon and evening sessions on rotation to allow opportunities for all to attend.*

*Parents have the option of childcare when participating in parent involvement meetings onsite, whenever possible. Many activities are scheduled during school hours, on weekends, and during breaks (spring, winter) to allow all diverse scheduling needs and opportunity for involvement.*

### **Building Capacity**

*Norcrest 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)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>ELA family curriculum nights</i>	<i>2x a school year October/ February</i>	Brown, C. L, Schell, R, Denton, R, & Knode, E. (2019). Family Literacy Coaching: Partnering with parents for reading success. <i>School Community Journal</i> , 29(1), 63-86.	Attendance/ Participation/ Parent Survey
Math family curriculum night	Annually November	Kreisberg, H., & Beyranevand, M. L. (2021). Partnering With Parents in Elementary School Math: A Guide for Teachers and Leaders. Corwin.	Attendance/ Participation/ Parent Survey
Science family curriculum night	Annually March	Halim, L., Abd Rahman, N., Zamri, R., & Mohtar, L. (2018). the roles of parents in cultivating children's interest towards science learning and careers. <i>Kasetsart Journal of Social Sciences</i> , 39(2), 190-196.	Attendance/ Participation/ Parent Survey
ESOL family engagement night	2x a school year October/ February	Honsinger, M. K. (2022). Improving Parental Involvement of ELL Families (Master's thesis, SUNY Brockport, Department of Education and Human Development).	Attendance/ Participation/ Parent Survey
Multicultural family engagement night	Annually April	Romo, H. (2002). Celebrating Diversity to Support, Student Success. Published in <i>SEDL Letter</i> , XIV(2).	Attendance/ Participation/ Parent Survey

## Staff Training



*Norcrest 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)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>Incorporating ESOL strategies into the classroom</i>	<i>Annually October</i>	<i>Olds, J., McCraney, M., Panesar-Aguilar, S., &amp; Cale, C. (2021). Adopting Instructional Strategies for English Language Learners in Elementary Classrooms. World Journal of Education, 11(3), 18–29.</i>	Participation/ Attendance/ Student assessment scores
Reading Professional Development Series:  Phonemic Awareness <b>K-2</b>  University of Florida Literacy Initiative  <b>K-2</b> Reading Mini Lessons	Quarterly	Didion, L., Toste, J. R., & Filderman, M. J. (2020). Teacher professional development and student reading achievement: A meta- analytic review of the effects. Journal of Research on Educational Effectiveness, 13(1), 29-66.	Participation/ Attendance/ Student assessment scores
Imagine Learning	Annually September	Butler, G., Soonhyang, M., & Kurth, L. (n.d.). 2023 From Practice to Publication: Two Case Studies of ESOL Teachers.	Participation/ Attendance/ Student assessment scores
Using Nearpod to increase science proficiency	Annually October	Lai, C.-L., Hwang, G.-J., Tu, Y.-H., Gwo-Jen Hwang, B., Yi-Hsuan Tu, B., Hwang, G.-J., & Tu, Y.-H. (2018).	Participation/ Attendance/ Student assessment scores

		The effects of computer-supported self-regulation in science inquiry on learning outcomes, learning processes, and self-efficacy. Educational Technology Research and Development, 1–30.	
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### **Other Activities**

*Norcrest 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)].*

*To increase parental engagement towards students' academic success Norcrest will coordinate with the District's Title 1 department, so parents could check out free learning materials to use at home with students. Partnering with New World's reading initiative provides the opportunity for children to receive free books every month until they complete 5<sup>th</sup> grade.*

### **Communication**

*Norcrest 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)].*

*Norcrest Elementary works diligently in providing timely communication with parents and the school community. Parent Links, email, the school website, and flyers done in several languages help the school reach and inform our largely diverse community. Parent Teacher communication is an ongoing process, and teachers work diligently to reach and personally discuss student concerns, progress, and plans to assist parents in helping their child succeed in school.*

### **Accessibility**

*Norcrest 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)].*

*Norcrest elementary provides full opportunities for participation in parent involvement by providing information in four of the dominant home languages present in our community. Two ESOL nights are scheduled and designed to attend to parent and student needs in both math and reading. The school a/so provides translator services for the parents with limited English proficiency. If necessary, the school will request services from the districts multicultural department. Furthermore, Norcrest makes appropriate accommodations for disabled parents, and considers these accommodations in all school related events. Parents of migratory students will be provided with the necessary assistance and enrollment in programs focusing on student needs, such as health care, support services, and tutoring. The school guidance counselor and social worker work closely with parents and teachers to provide equal access and a quality education to all Norcrest families.*

### **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 08/28/24 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.

Max Costello  
**Signature of Principal**

Whitney Adams  
**SAC Chairperson**

8/29/24  
**Date**

8/29/24  
**Date**