

**Broadview Elementary School  
School-Level Parent and Family Engagement Plan (PFEP)  
2019-2020**

**Mission Statement**

The mission of Broadview Elementary School is to ensure an optimum teaching and learning environment that sets high expectations and enables all students to reach their maximum potential.

**Engagement of Parents and Families**

***Broadview Elementary School will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under 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 programs, 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 will be invited and encouraged to become active members of the School Advisory Council (SAC). At SAC meetings, parents will be provided information regarding the schools Title 1 Allocation. Parents will be allowed to provide input in the development and decision making process of all Title 1 activities, related to the school. An annual evaluation will be conducted using surveys completed by parents, staff and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program.

**Coordination and Integration**

***Broadview 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, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1116(e)(4)].***

Count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction support provided by the school will be discussed with parents during the development of the students IEP
2	Head Start	Head Start pre-kindergarten teachers will conduct at least two home visits, hold joint parent meetings to discuss specific learning needs of students and academic progress.
3	Title 1	Title 1 liason will coordinate to have representation of parents and teachers at all tile 1 district events.

**Annual Parent Meeting**

***Broadview Elementary School will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under this part and to explain the requirements of this part, and the right of the parents involved. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].***

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Public Meeting Flyer	Title 1 Liason	August	Flyers, Newsletter, School Website
2	Announcement (Marquee and Parent Link)	Head Custodian, Administration	September	Parent Link Report
3	Develop agenda and sign-in sheets	Administration, Title 1 Liason	Septemeber	Agenda, Sign in sheets
4	Annual Title 1 Meeting	Administration, Title 1 Liason, Teachers	September	Agenda, Sign in sheets

**Flexible Parent Meetings**

***Broadview Elementary School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].***

Broadview Elementary will schedule meetings and parent nights to be held at various times during the day or evening to better accommodate parents. Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the students’ test scores and an explanation of the interventions that teachers are using to assists the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school/parent efforts and explanations of homework and grading procedures.

**Building Capacity**

***Broadview 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)].***

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline (Including frequency and duration)</b>	<b>Evidence of Effectiveness</b>
Florida Standards Assessments (FSA), Benchmark Assessment System (BAS), Parent Teacher Conferences	Teachers	Teachers will conduct individual conferences to discuss each child's assessment results expectations and goals for the school year	September – October	Conference Logs
Parents Night: Reading	Literacy Coach, Administration, Support Staff, Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home	October	Flyer, Agenda, Parent Link Report
Parent Night: Science	Administration, Support Team, Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home	February	Flyer, Agenda, Parent Link Report
Parent Night: Math	Administration, Support Team, Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home	March	Flyer, Agenda, Parent Link Report
Parent Night: Technology	Administration, Support Team, Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home	November	Flyer, Agenda, Parent Link Report
Curriculum and Instruction: Florida Standards	Administration, Support Team, Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home	January	Flyer, Agenda, Parent Link Report

### **Staff Training**

***Broadview 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)].***

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Correlation to Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Home and Parent	Administration, Title 1 Liaison, Guidance Counselor, Social Worker, Parent Volunteers	Improve the ability of staff to work effectively with parents	November/December	Agenda, Sign in sheets, Evaluation Forms
Holding Effective Parent Conferences	Administration, Title 1 Liaison, Guidance Counselor, Social Worker, Parent Volunteers	Improve the ability of staff to work effectively with parents	September	Agenda, Sign in sheets, Evaluation Forms

**Other Activities**

*Broadview 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)].*

Broadview Elementary School’s mission is to ensure an optimum teaching and learning environment that sets high expectations and enables all students to reach their maximum potential. With this premise in mind, Broadview Elementary hosts in addition to parent nights, other activities to empower parents.

**Communication**

*Broadview 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)].*

Broadview Elementary will provide information about Title 1 programs in a timely manner, using various methods of communication (newsletter, website, meetings). Information will be shared with parents during Open House/Title 1 Information Meeting, Parent conferences, and any other time a parent requests such information. Classroom teachers will explain and discuss the school's curriculum, the Florida State Standards, grade level expectations and types of formal and informal assessments used to measure student progress during Open House.

**Accessibility**

***Broadview 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)]***

Broadview will provide translations for the School Parent Involvement Plan in English, Spanish and Haitian Creole. Parents will be sent notification of the plan in the school's newsletters, website and made available in the front office of the school. Translators will be available at all parent meetings and when needed.

**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 April 11, 2019 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 28, 2018.

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*Signature of Principal*

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*Date*

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*Sac Chairperson*

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*Date*