

**Nova Blanche Forman Elementary  
School-Level Parent and Family Engagement Plan (PFEP)  
2024-2025**

**Mission Statement**

*The mission of Nova Blanche Forman Elementary is to provide individualized learning opportunities to all students in an engaging environment and to build a foundation for lifelong learning in a partnership with school, staff, families, and other stakeholders.*

**Engagement of Parents and Families**

*Nova Blanche Forman 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)].*

*All Nova parents are encouraged to come to our orientation which takes place in August each year. At this time, PTA members are present to welcome and answer any questions about the school. Additionally, in our Kindergarten orientation, new parents in Nova are encouraged to become members of the PTA, SAC, and SAF. Through our various parent meetings and our SAC & SAF, we encourage parent input as we make joint decisions to positively impact our school. At these meetings, parents are informed of the Title One allocation, how the funds are being used, and how it is imperative to have their input while making decisions that will affect NBF students. In addition, an annual assessment is conducted using surveys completed by parents and staff to better meet the needs of all stakeholders. The results are analyzed and used to evaluate the effectiveness of parental involvement.*

**Coordination and Integration**

*Nova Blanche Forman 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*

*(McKinney-Vento Homeless)[Section 1116(e)(4)].*

Count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by the school will be discussed with parents during the development of students' IEPs.

### **Annual Parent Meeting**

*Nova Blanche Forman 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 1 Annual Parent Meeting/Open House (K – 5)	Once, August	Open House: When First Impressions Matter; <a href="https://www.educationworld.com/a_curr/curr272.shtml">https://www.educationworld.com/a_curr/curr272.shtml</a>	Sign in sheets for parents; Evaluation of the Parent Workshop

### **Flexible Parent Meetings**

*Nova Blanche Forman 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)].*

*As in previous years, Nova Blanche Forman will offer flexible meeting times for PTA and SAC meetings. Start times ranged from morning starting at 8:30 a.m. to after-school meetings starting at 4:15 p.m. SAC meeting times alternated between a start time of 8:35 am and 4:30 pm to encourage all interested parties to attend depending on their personal schedules. Parent conferences are offered before school or after school at the discretion of parents. Conference calls are also offered as an alternative for those parents who do not have access to transportation to school. All NBF parent meetings/events offer child care for those parents who wish to attend.*

### **Building Capacity**

Nova Blanche Forman 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>
ELA/Math Parent Night for Primary Parents	One; October	Stanford, Libby (2023) <i>Does Parent Involvement Really Help Students? Here's What the Research Says</i> – Education Week	Login sheets for parents; evaluation of the parent workshop;
ELA/MATH Parent Night for Intermediate parents	One; November	Stanford, Libby (2023) <i>Does Parent Involvement Really Help Students? Here's What the Research Says</i> – Education Week	Login sheets for parents; evaluation of the parent workshop;
Diversity/Equity Parent Training	One; February	Stanford, Libby (2023) <i>Does Parent Involvement Really Help Students? Here's What the Research Says</i> – Education Week	Login sheets for parents; Evaluation of the Parent Workshop
Steam Family Night	One, April	Stanford, Libby (2023) <i>Does Parent Involvement Really Help Students? Here's What the Research Says</i> – Education Week.	Login sheets for parents; Evaluation of the Parent Workshop
Technology Night – “Cyber Safety for Parents”	One; April	Elana Pearl Ben-Joseph, MD (2022) <i>Nemours, Kids Health – Online Safety</i>	Login sheets for parents; Evaluation of the Parent Workshop
Reading Night	One; September	<a href="https://childmind.org/article/why-is-it-important-to-read-to-your-child/">https://childmind.org/article/why-is-it-important-to-read-to-your-child/</a> 2023	Login sheets for parents; Evaluation of the Parent Workshop
Multicultural Night	One, December	Ordway, Denise (2021) <i>Multicultural education: How schools teach it and where educators say it falls short/The Journalist's Resource</i>	Login sheets for parents; Evaluation of the Parent Workshop
Awareness Training for Parents	One, August	<a href="https://www.php.com/elearning/raising-awareness-of-invisible-disabilities/">https://www.php.com/elearning/raising-awareness-of-invisible-disabilities/</a> 2021	Login sheets for parents; Evaluation of the Parent Workshop

## Staff Training

*Nova Blanche Forman 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
PD – Conferencing skills	Two; September, January	<a href="https://www.readingrockets.org/topics/parent-engagement/articles/tips-successful-parent-teacher-conferences-your-childs-school">https://www.readingrockets.org/topics/parent-engagement/articles/tips-successful-parent-teacher-conferences-your-childs-school</a>	Faculty meeting agenda, minutes/notes and login sheets
PD – Provisional/Report Card Procedures	Quarterly	<a href="https://elementaryassessments.com/progress-report-comments/">https://elementaryassessments.com/progress-report-comments/</a> 2023	Faculty meeting agenda, minutes/notes and login sheets
Response to Intervention (RtI) Training and participation	Quarterly	<a href="http://www.rtnetwork.org/learn/">http://www.rtnetwork.org/learn/</a>	Faculty meeting agenda, minutes/notes and login sheets; rtI data
PD – Diversity Training	Quarterly	Does Diversity Training Work the Way It's Supposed To? by Edward Chang, Katherine L. Milkman, Laura J. Zarrow, Kasandra Brabaw, Dena M. Groniet, Reb Rebele, Cade Massey, Angela L. Duckworth, and Adam Grant; Harvard Law Review, July 9, 2019	Faculty meeting agenda, minutes/notes and login sheets

## Other Activities

*Nova Blanche Forman 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)].*

*NBF invites parents to attend and participate in some additional activities including community involvement and several different resources, such as quarterly honor roll assemblies, the second-*

*grade Harvest Festival in November, and various informational meetings related to out-of-county field trips and county resource centers, as well as classroom presentations and portfolio events.*

## **Communication**

Nova Blanche Forman 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)].*

*Pertinent information is shared regularly through take-home notices and links for parents. In addition, the NBF website is updated to keep parents informed of any important school events. Teacher conferences are held at least twice a year to keep parents abreast of their child's academic progress as well as any resources or information they may need. Parents are invited to attend school RtI meetings held every two months if the need arises for them to be present. At times, messages are posted on the school's "X" app (formerly Twitter.)*

## **Accessibility**

Nova Blanche Forman 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)].

*In addition to what was stated above, information that must be conveyed in a specific language is made personally by an NBF staff member via a note, flyer or phone call in the family's native language. This is done as needed. Translators are also provided for conferences (both for teachers and for ESE /RtI meetings), if required. When necessary, county translators are called upon to assist.*

### **School-Parent Compact**

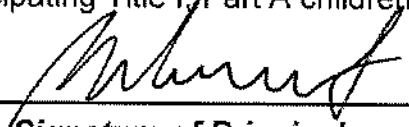
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [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 March 7, 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.

  
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**Signature of Principal**

3/8/2024  
\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**SAC Chairperson**

3/7/24  
\_\_\_\_\_  
**Date**