

Mirror Lake Elementary Magnet School
School-Level Parent and Family Engagement Plan (PFEP)
2024 - 2025

Mission Statement

The mission of Mirror Lake Elementary School is to provide a safe learning environment with purpose and opportunity, to guide all students in their academic, social and emotional growth with our staff, parents and community engagement.

Engagement of Parents and Families

Mirror Lake Elementary Magnet School will involve parents and guardians in an organized, ongoing, and timely manner in planning, reviewing, and improving the programs in this part, including planning, reviewing, and improving the school's parent and family engagement policy/plan and co-developing the school program plan under section 1114(b), except that if a school's program is exempt from legal or regulatory provisions, the school may use that process, if such process includes adequate representation of the parents and guardians of the participating children (Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)).

- At the Fall Title I Public Meeting, MLE will actively recruit parents to serve as members of the School Advisory Council, School Advisory Forum and PTA/PTO.
 - At SAC meetings, parents will receive information about the school's Title I assignment (including professional development and parent involvement assignment). They shall participate in the revision and updating of Title I programme plans.
 - Parents will be allowed to provide input into the development and decision-making process of school-related Title I activities.
 - Parents will participate in the development of the School Improvement Plan. (SIP). Workshops, trainings and other assistance will be provided to parents to prepare them for meaningful participation in their children's school life.
 - New registered parents will be invited and encouraged to become active members of the School Advisory Council, School Advisory Forum, and PTA/PTO.
 - Staff, parents, and students will complete annual surveys. The results will be analyzed to evaluate the effectiveness of the school's parent engagement program. Changes will be made to improve the program as needed based on survey results. At the Fall Title I Public Meeting, MLE will actively recruit parents to serve as members of the School Advisory Council, School Advisory Forum and PTA/PTO.
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Coordination and Integration

Mirror Lake Elementary Magnet School will coordinate and integrate parent and family engagement programs and activities that teach parents and guardians how to help their children at home, to the extent possible and appropriate, including, but not limited to, other federal programs such as: Head Start; Early reading first; even start; Home Instruction Programs for Preschoolers (HIPPPY); the Parent-Teacher Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].

Count	Program	Coordination
1	Title III (ESOL)	ESOL students will receive resources such as dictionaries, books, and online programs such as Imaginary Learning, as well as strategies used in classrooms to support them in their process of learning English as a second language.
2	Title IV HOMELESS PEOPLE	The Title IV Homeless Program allows families with difficulties to provide their children with a safe learning environment and the necessary tools so they can participate in school activities.

Annual Parent Meeting

Mirror Lake Elementary Magnet School will take the following steps to convene an annual meeting, to which all parents and guardians of participating children will be invited and encouraged to attend, to inform parents and guardians of their school's involvement under this part and to explain the requirements of this part, and the right of committed parents and guardians.

Specific activity	Frequency and duration	Evidence-based research	Evaluation of implementation and effectiveness
Pre-K and AM/PM Programs	One: August	Parent involvement and early childhood education	*Parent login sheets *Agenda and minutes *Debriefing

		worldwide. Edited by Garvis, Susane, Philipson, Sivanes, Harju, Heidi & Sadownik , Alicia. New York-2022	*Workshops for parents *Evaluation
<i>Kindergarten, First and Second Grade</i>	One: August	Parental involvement. Practices, improvement strategies and challenges. Nova Science Publishers, Incorporated. February 4, 2020.	*Parent login sheets *Agenda and minutes *Debriefing *Workshops for parents *Evaluation
<i>Third, Fourth and Fifth Grade</i>	One: August	School, family and community interaction. Edited by Fagnano, Cheryl & Werber Beverly. Published by Routledge. New York -2019.	*Parent login sheets *Agenda and minutes *Report *Workshops for parents *Evaluation

Flexible Parent Meetings

Mirror Lake Elementary Magnet School will offer a flexible number of meetings, such as morning or evening meetings, and may provide funding under this part, transportation, child care, or home visits, as such services relate to parent and family involvement [Section 1116(c)(2)].

- *Hold an annual public meeting to inform and explain to parents the school's involvement in Title I, Part A programs and to encourage parents to participate in the school's Title I programs and to encourage parents to participate in the revision of the school's Title I Plan.*
- *Parents will be encouraged to attend meetings seeking their input on ways to improve parent engagement at the school level*
- *Include parent feedback by soliciting parent feedback on the School Advisory Council.*
- *During the Open House, our school will conduct an orientation for parents at each grade level to inform them about the school's involvement in the Title I program and to encourage parents to participate in the review and review of the school's Title I Plan.*
- *Offer additional parent engagement meetings, such as morning or evening, so as many parents as possible can attend.*
- *Parents will receive training on academic strategies that can be implemented at home.*

Building Capacity

Mirror Lake Elementary Magnet School will implement activities that will build capacity for effective parent/guardian engagement and to support a partnership between the school involved, parents/guardians and the community to improve students' academic performance, each school and local educational agency assisted under this part – [Section 1116(e)]. and tutors are invited and encouraged to attend.

Specific activity	Frequency and duration	Evidence-based research	Evaluation of implementation and effectiveness
ELA (Parent's Night of Reading and Writing)	One: October	The latest from Science in Reading Research. June 17, 2021. Institute of Multisensory Education.	*Parent login sheets *Agenda and minutes *Report *Workshops for parents *Evaluation
STEM Parent Night	One: November	De Vries, M.J., and Fletcher, S. Research in Technological Education. Center of Excellence for Technology Education. Waxmann 2018 – New York.	*Parent login sheets *Agenda and minutes *Report *Workshops for parents *Evaluation
Workshop for parents with ASD	One: February	Autism spectrum disorder. Edited by Michael Fitzgerald. 2021.	*Parent login *Spreadsheets *Agenda and minutes *Report *Workshops for parents *Evaluation

Staff training

Mirror Lake Elementary Magnet School will offer the following training to educate teachers, specialized instructional support staff, principals, and other staff, with the help of parents and guardians, on the value and usefulness of parent/guardian contributions, and on how to communicate, communicate, and work. with parents and guardians as equal partners, implement and coordinate parent-family engagement programs, and establish parent-guardian, and school linkages [Section 1116(e)(3)].

Specific activity	Frequency and duration	Evidence-based research	Evaluation of implementation and effectiveness
RTI/ESE training to promote effective communication with all families.	One: October	McLoughling, James, Kritikos, Effie and Lewis, Rena. Evaluation of students with special needs. Enhanced Pearson E-Text. 2018	*Log sheets *Compilation of agenda and minutes * Implementation of strategies learned by teachers.
Social-emotional training	One: November	Kapustka, Katherine and Bright, Sarah. Integrating social and emotional learning with content. Getty Images – 2022.	*Log sheets *Compilation of agenda and minutes * Implementation of strategies learned by teachers.
Inclusive education	One: January	Improve inclusive education through universal design for learning. Springer International Publishing. September, 2021.	*Log sheets *Compilation of agenda and minutes * Implementation of strategies learned by teachers.

Communication

Mirror Lake Elementary Magnet School will provide parents and guardians of participating children with the following [Section 1116(c)(4)]:

- Timely information on 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 achievement levels of the challenging state academic standard; and [Section 1116(c)(4)(B)];
- If requested by parents and guardians, opportunities to hold regular meetings to make suggestions and participate, as appropriate, in decisions related to the education of their children, and respond to those suggestions as soon as possible [Section 1116(c)(4)(C)]; and
- Yes the School-wide program plan under Section 1114 b) is No satisfactory For the parents and Guardians of participant children Send any parent/Guardians Feedback in The plan when the school makes the plan Available for The Premises education

agency [Section 1116(c)(5)].

- *The Mirror Lake Title I link will inform Title I parent Resource Center parents monthly and/or quarterly by posting flyers and agendas on the school's website.*
- *Mirror Lake Science Technology Engineering and Mathematics (STEM) PLC will update the school's website with a curriculum and special projects. This will be done quarterly or as often as necessary.*
- *The Mirror Lake Title I Liaison, as well as other staff designees, will inform parents about the school's parent resource center, which includes the Media Center, Parent Resource Room and front lobby where a computer, table, chair and instructional materials are available. The flyers and agenda will go home weekly. The use of the center will be monitored through registration sheets.*
- *In an effort to get parents and stakeholders to sign up as volunteers, the parent volunteer liaison and staff liaison will design a brochure that will provide information on how to get an online volunteer application. In addition, to facilitate the registration of volunteers, administrative staff and office manager will provide a FASTPASS for volunteers with a badge. Badges will be updated quarterly and monitored by recording the number of FASTPASSES issued.*
Finally, the parent volunteer link and staff link will provide parents and stakeholders with the email address to sign up as online volunteers. This will be done quarterly or as often as necessary and will be tracked through the STAR program.

Accessibility

Mirror Lake Elementary Magnet School will provide comprehensive opportunities to participate in parent and family engagement activities for all parents, guardians, and family members (including parents, guardians, and family members with limited English proficiency, disabilities, and parents, guardians, and relatives of migrant children). Including providing school information and reports required under section 1111 in a format and, to the extent possible, in a language that such parents and guardians understand [Section 1116(f)].

Mirror Lake Elementary will provide information about Title I programs in a timely manner.

- *Through a variety of sources, including the school newsletter, flyers, website, parent link, conferences, and parent meetings.*
- *Distributing notices to parents regarding Title I County Administered Programs.*
- *Provide information about Title I Programs, and academic assessments will be shared with parents during the Annual Open House/Title I Meeting and parent conferences. This information will also be provided as needed by parents.*
- *Classroom teachers will explain and discuss the school's curriculum and the types of assessments used to measure student progress during open house and parent conferences.*

- Teachers and Title I administration will explain Title I programs and opportunities such as the Title I Public Meeting. Parents will have the opportunity to ask questions to help them understand all the topics discussed at the annual Title I Public Meeting.
- Parents will be notified of School Choice Options.
- Fast data and other assessments will be shared on the school's website, at SAC meetings, and at any other time a parent requests such information.
- Parents may receive emails from the school.
- Teachers can send general information by mail.

School Parent Compact

As a component of the school-level parent and family engagement plan, each school shall jointly develop, with the parents and guardians of all children served under this part, a parent-school compact, outlining how parents, all school personnel, and students will share responsibility for improving students' academic performance [Section 1116(d)].

Provide the LEA electronically with the School-Parent Pact and evidence of parent and guardian involvement in the development of the covenant.

Adoption

This School Parent and Family Engagement Plan has been developed in conjunction with, and in agreement with, parents and guardians of children participating in Title I, Part A programs, as evidenced by the minutes of the School Advisory Council meeting.

This plan was adopted by the school on (02/02/2024) and will be in effect for the 2024-2025 school year. The school will make this plan available to all parents and guardians of participating Title I, Part A children no later than September 30, 2024.



Principal Signature

2/21/2024.

Date



SAC Chair Signature

2/21/2024.

Date