

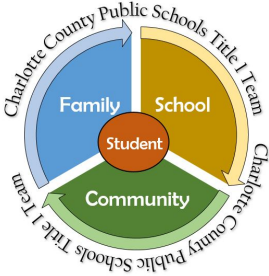
School Improvement and Parent & Family Engagement Plan

2021 -2022

Sallie Jones Elementary School

Approval Date:	Mid Year Review Date:	End of Year Review Date:


----- TITLE I TEAM USE ONLY -----



INSTRUCTIONS


1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.

DISSEMINATION OF PFEP AND SCHOOL/FAMILY COMPACT TO STAKEHOLDERS

 Create a document on your school letterhead that states HOW your school PFEP and Compact will be shared with families, staff, and community. Remember to include strategies for electronic sharing, hard copy sharing, and community notification for PFEP availability. Remember, a copy needs to be in both Title I binders (one found in the Front Office and the other in the Family Reading & Resource Center). **This documentation will be uploaded to Crate**

INVOLVEMENT OF PARENTS

The school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used.

 **Evidence** of involving parents and families in planning, reviewing and improvement of Title I programs, including involvement in *decision making* of how funds for Title I will be used **will be uploaded to Crate**. Evidence can be SAC and/or PTO meetings, emails sent to and received from parents. Remember to include dates, agenda, minutes, sign-in sheets, and notes for the documentation in Crate.

ANNUAL PARENT MEETING and COMMUNICATION

The school will provide timely information about the Title I programs.

- A. Describe the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program.
- B. Description and explanation of
 - a. Curriculum used at the school
 - b. Forms of academic assessment used to measure student progress

- c. Achievement levels of the Florida State Standards/BEST Standards (FSA presentation)
- C. Description of the nature of the Title I program that is shared with parents (Talk about Family Center)
- D. Description of how the meeting will cover school choice, and the rights of parents at the annual meeting.
- E. If parents request, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).
- F. The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family to Ashley Monier. [ESEA Section 1116]

	Annual Title I Meeting(s) Activities/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
A	All parents and families are invited to attend Curriculum Night. Families are informed of this meeting by printed invitations, phone calls, school social media posts, and teacher Dojo/ Remind messages. At the start of the Curriculum Night presentation, the Annual Title 1 Parent Meeting presentation is shared and explained to families. The presentation is also posted to the schools website for viewing.	Staff and AFA	August 2021	Sign in-sheets 288 participants Collected Surveys
B	During Curriculum Night, the teachers portion of the presentation informs families of the grade level curriculum used and what forms of assessments are used throughout the school year. The FSA presentation that occurs in Spring will review what the achievement levels of the Florida State Standards/BEST Standards are to families.	Staff	August 2021 Spring 2022	Teacher PowerPoint presentations. Collected survey comments
C	The Family Reading Center (FRC) is open to families 3x a week with 2 morning days and 1 afternoon available. During this time families can check out books for at-home reading, receive a keeper book to build an at-home library, as well as receive school,	AFA	FRC open 3x a week all year Family Worksho	Sign- in sheets Collected survey comments

	academic, and parenting information to support a love for learning at home.		ps 4X a year	
D	During Curriculum Night, the Annual title 1 presentation has specific slides that are presented that explain school choice and the rights of parents.	Staff and AFA	August 2021	Sign - in sheets

FLEXIBLE PARENT MEETINGS

- How the school offers a flexible number of meetings, such as meetings in the morning or evening.
- How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]
- Virtual participation and/or recorded meetings for later viewing with the opportunity to respond.

PTO and SAC meeting times will be decided by the majority of the members so as to be held at the most convenient times in an effort to increase attendance. Children are allowed to attend these events and activities are provided for them to quietly play. Agendas and minutes will be e-mailed to all members with an opportunity to respond if not able to attend in-person meetings.

Family events will be held in the evenings, on various days of the week at various times.

Family engagement workshops will be held on various days of the week and at various times. Family engagement workshops will be recorded and posted to the school website Title 1 page for virtual viewing at flexible times.

BUILDING PARENT AND FAMILY CAPACITY for 21 -22

- The school will implement activities that will build the capacity for meaningful parent/family engagement.
- The school will implement activities that will build relationships with the community to improve student achievement.
- The school will provide workshops and materials that empower parents/families to work with their child(ren).
- The school will provide other reasonable support for parent/family engagement activities.
- The school will support the Family Reading and Resource Center as a place learning for

families and strengthening parent advocacy skills.

☐ Identify the Type of Family Engagement your activity is and identify that as part of the 1st column. This will help you be aware of the types of activities you are offering.

1. Parenting
2. Communication
3. Volunteering
4. Learning at Home
5. Decision Making
6. Collaborating with the Community

Family Capacity Building: Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness	Number of Attendees
Curriculum Night & Title 1 Annual Parent Meeting (2)	Admin & Teachers	Families will be informed on how to communicate with teachers, what the grade level expectations are, and what resources are available to them.	August	Sign -in sheets Collected survey comments	288 participants
PFEP Team Meetings (5 & 6)	Admin, AFA, Teacher, Parents, Community Member	Family involvement in the decision making of the PFEP and understanding of its purpose.	Beginning, middle, and end of year.	Agendas, sign-in sheets, and minutes from meetings.	7 team members
PTO Meetings (3 & 6)	PTO Board Members, parents, and Staff	Families and teachers will have the opportunity to work together to supplement and enrich the educational experience of the students.	Monthly	Agendas, minutes, and sign-in sheets	Anticipate 100 participants
SAC Meetings (2, 5 & 6)	Admin	Families will gain an understanding of the School Improvement Plan. They will help to plan and implement goals to increase student achievement.	Bi-monthly meetings	Agendas, minutes, and sign-in sheets	Anticipate 15 members
Family Reading Center (1 & 6)	AFA	Support families and	August - May	Sign- in sheets	As of

4)		increase their knowledge of the impact of home learning.		and digital book check-outs	10/12/21 577 visits from sign-in sheets
STEM Night (1 & 4)	AFA & STEM Teacher	To increase knowledge of STEM standards and provide at-home learning activities. To support the SIP Goals.	Spring	Sign-in sheet & surveys	Anticipate 50 families
Math Night (1, 4 & 6)	AFA & STEM Teacher	To increase knowledge of Math standards and provide home/ community learning activity. To support the SIP Goals.	Spring	Sign-In sheet & surveys	Anticipate 50 families
Parent Conferences (1, 2, 4 & 5)	Teachers, Lead Teacher & Admin	Increase awareness of student progress & needs. Inform and allow for two way communication.	On-going	Conference Form documentation	Anticipate 625 1 conference per child
Student-Led Conferences (1, 2 & 4)	Leadership PLC, Teachers & students	Students will share their academic and personal goals, as well as their progress towards meeting their goals.	October & March	Sign-in sheets, invitation, & surveys.	Anticipate 200
Kindergarten Parent Presentation (2 & 3)	Core Team, Admin, PTO & AFA	Provides families with information about school procedures, communication, Family Reading Center and how to join the PTO. Parents are able to meet one another.	July	PowerPoint, Agenda & sign-in sheet	14 parents
FSA Presentation (2 & 4)	Core Team & Admin	Informing parents of the state assessments to help them to better prepare themselves and their child. To support the SIP Goals.	Spring	Sign -in sheets and uploaded to schools website	Anticipate 40
Watch DOGS Program	Admin & AFA	Positive and active	November -	Sign- in sheets &	Anticipate 60

(2 & 3)		male role-model volunteers on campus interacting with students.	March	end of day survey	
Creating Your Home as a Learning Environment - Family Workshop (1, 3 & 4)	AFA	Assist families with skills, knowledge, and with how to set home conditions to support academic success.	September	PowerPoint, sign-in sheets, recorded workshop to be posted online	8 attended In-person workshop
Supporting Your Child's Literacy Development - Family Workshop (1, 3 & 4)	AFA	Assist families with skills, knowledge, and with how to set home conditions to support academic success. To support the SIP Goals.	November	PowerPoint, sign-in sheets, recorded workshop	Anticipate 15 in-person
Turn Everyday Activities into Learning with STEAM - Family Workshop (1,3 & 4)	AFA	Assist families with skills, knowledge, and with how to set home conditions to support academic success. To support the SIP Goals.	February	PowerPoint, sign-in sheets, recorded workshop	Anticipate 15 in-person
Strengthen Student & Family Resilience - Family Workshop (1, 3 & 4)	AFA	Assist families with skills, knowledge, and with how to set home conditions to support academic success.	April	PowerPoint, sign-in sheets, recorded workshop	Anticipate 15 in-person

BARRIERS

- Describe the barriers that hindered participation by parents during the previous school year.
- Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background, or are parents /families of migratory children).

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
Childcare	The PTO allows a space during	PTO	Throughout the

	meetings where children can do quiet activities. PTO to advertise “kids welcome with quiet activities” can attend.		school year.
Language Barriers	Utilize Class DoJo and Remind App translation options when sending messages to parents. Use ULG services when communicating through phone or in-person. This will assist in bridging the communication barrier between school and home.	Admin, PTO, AFA, and Teachers	Throughout the school year.

BUILDING STAFF CAPACITY for PARENT & FAMILY ENGAGEMENT

- How is your school nurturing the staff’s skills with Family Engagement?
- Describe the STAFF development activities the school will provide to SUPPORT the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in the value and utility of contributions of parents/families. [ESEA Section 1116]
- Describe the STAFF development activities the school will provide to SUPPORT the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in how to reach out to, communicate with, and work with parents/families as equal partners [ESEA Section 1116]
- Describe the STAFF development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parent/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]]

Building Staff Development for Family Engagement:	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
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Content and Type of Activity				
AFA Meetings & Scholastic Learning Labs	AFA & Title 1 Resource and Family Engagement Liaison	Increases AFA knowledge and their ability to support families through the Family Reading Center and workshops.	Monthly meetings	Sign-in sheets & agendas.
Staff Family Engagement Trainings	AFA & Teachers	Teachers will gain knowledge in resources available to families in the Family Reading Center and the importance of the WatchDOG program.	Completed by December	Sign in sheet, agenda, and survey

FAMILY SURVEY

Using your school survey results, choose areas to address this coming school year.

TOPIC: Welcoming Environment
QUESTION: How will families stay connected with school events, activities, and information?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
WSJE School News Icon for at home viewing in Classlink	STEM Teacher0 & Student News Crew	Create a script and advertise where to get the icon on Classlink for home viewing.	Daily	Views of daily link
Facebook Posts of celebrations and achievement	Staff	Take photo walks and get pictures and descriptions	Monthly or more often	Comments, screenshots of Facebook Posts.

Tiger Pride Awards		from teachers who want to celebrate their students' activity.		
Facebook posts, class messaging, and phone calls about upcoming family events and workshops	AFA and Staff	Create a phone call blurb for Admin's Sunday phone call and a flyer for Facebook and class messaging apps.	As needed prior to event	Sign-in sheets, surveys, and RSVPs

TOPIC: Communication

Question: Are you providing flyers and newsletters in other languages? Are staff members reaching out with a translator when calling home?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
Provide families with flyers in other languages.	AFA & Staff	All flyers will need to be translated prior to print so that they will be available to families.	As needed	Copies of translated flyers
More use of ULG Services	Guidance Counselor & Staff	Training and understanding on how to use the ULG services	August	Agenda & sign-in sheet

TOPIC: Family Reading & Resource Center

Question: Are workshops offered on different days and at different times?

ACTIONS and ACTIVITIES	Person(s) Responsible	What needs to be completed?	Timeline	Evidence of Effectiveness
Family Workshops	AFA	AFA will add voice recording to the virtual presentation that will be available online and use images from the in-person workshop as well. In-person workshops will be offered on different days and times.	In-person workshops will be offered 4x a year. Virtual workshops will be posted for flexible viewing.	Agendas, sign-in sheets, surveys, and presentations posted on the school website.

COMMUNICATION

- The school will provide timely information about the Title I programs.
- The school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain.
- If parents request, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).
- The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 1116]

Describe how the school will provide regular **two-way**, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Sallie Jones Elementary has an open contact page where parents can call, email, FB message, and Class Dojo or Remind message with questions and/or concerns. We have support for non English speaking parents to encourage their involvement equally. Our social worker, guidance counselor, nurse, speech therapist, and liaison all return calls within 24 hours and hold virtual conferences to support all parents. We post the Parent's Right to Know flyer and other important documents on our website for continuous viewing. Remind is used by teachers and the school for two-way communication individually and on a larger scale to send out mass school messages. Class Dojo is another two-way communication app used by teachers.

ACCESSIBILITY

- Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- Describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.

"to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with 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" [ESEA Section 1116]

Teachers use the Remind app to translate information that is sent through the messaging app. Teachers and staff use the ULG translation services when communicating with parents that need a translator. Our social worker, guidance counselor, nurse, speech therapist, and liaison all return calls within 24 hours. Parents are allowed to bring translators or anyone they choose for IEP or federal meetings to help them advocate. A Sunday phone call goes out weekly to parents and informs them of any upcoming events and activities that are happening at the school.

2021-2022

SCHOOL IMPROVEMENT PLAN GOALS

GOALS (anticipated in your 2422 SIP)	How will this goal be communicated to families?	How will the skills necessary to support this goal be provided to Families?
Our goal is to increase our ELA learning gains of our lowest 25% of students from 28% to 41% as measured by Benchmark, IReady, APM, and FSA.	This goal will be posted on the school's website and advertised in the newsletter. Posters are hung around school and in the lobby so students and families know the goal as well.	Information on progress and documentation of scores will be given to parents and iterated during conferences. Tips on reading are sent home and students are encouraged to read every night to work towards earning an AR shirt.
Our goal is to increase our Math learning gains of our lowest 25% of students from 33% to 45% as measured by Mastery Connect, IReady, APM, and FSA.	This goal will be posted on the school's website and advertised in the newsletter. Posters are hung around school and in the lobby so students and families know the goal as well.	Teachers will send home weekly progress checks and information/tips on REMIND. Parents are invited to use iReady, Reflex Math, and the on-line textbooks that are available to review with their child
Our State identified subgroups not meeting 41% will increase to 45% in all areas as measured by the FSA and Science FCAT.	This goal will be posted on the school's website and advertised in the newsletter. Posters are hung around school and in the lobby so students and families know the goal as well.	Subgroup students are given notice by mail of their reading deficiency and will conference with the teacher for support tips to close gaps in learning. These students also have an MTSS coach and/or an ESE teacher.
SJE will maintain an increase of 5th grade FCAT Science achievement from 69% to 70% or	This goal will be posted on the school's website and advertised in the	Families will complete home activities and post on-line pictures to show their success.

higher.	newsletter. Posters are hung around school and in the lobby so students and families know the goal as well.	
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PFEP & Parent/School Compact MID YEAR REVIEW 2021 - 2022

TO BE COMPLETED IN JANUARY **MARK IT ON YOUR CALENDAR ;)**

DATE:

ATTENDEES & ROLES

TAMI TECH: TEACHER

PAPA PAUL: PARENT

ABBY ACTION:ADMIN

AGENDA

Remember to take notes and to label **P** for parent/family, **T** for teacher, & **A** for Admin, **C** for community partner

2021-2022 PFEP Mid Year REVIEW

1. UPDATES

- Successes
 -
- Challenges
 -
- Add data to PFEP tables

2. NEW IDEAS

-

3. THOUGHTS FOR 2022-2023 PFEP

-

COMPACT NOTES

4. UPDATES

-

NEW IDEAS

-

NOTES (remember to take notes and to label P for parent/family, T for teacher & staff, & A for Admin, C for community partner, S for student)

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ACTION ITEMS

- 1.