

School: Addie R. Lewis School

Parent Family Engagement Plan

Date Updated: 9/2/2025

Participants involved in plan: Mary Raines, Dr. Nathaniel Chatman, Amy Morgan, Michelle Cook, School Advisory Council (SAC), Parent Teacher Organization (PTO)

EVALUATION OF PREVIOUS YEAR'S IMPLEMENTATION

1. Shall provide assistance to parents of children served to understand State academic standards., 2. Shall provide assistance to parents of children served to understand State and local assessments., 4. Shall provide assistance to parents of children served to understand how to monitor child's progress., 5. Shall provide assistance to parents of children served to understand how to improve their child's achievement.

Lewis provided a number of events focused on offering information, resources, and opportunities to our families. These included the Title I Annual Meeting held the end of August, grade level events such as Welcome to 3rd grade hosted by Mrs. Sutsko and Mrs. Miller in September, and Orientation and Open House for grades K-8.

Our first big event was Family Literacy Night, hosted by New Worlds Reading, which was held in December. Dinner from Chick-Fil-A was provided by New Worlds Reading for each family. Program Representative, Shelly Payne, opened the event with a brief introduction to program and how parents could sign up their students for free books, as well as a quick overview of the many resources available on their website. Next, families rotated through a variety of book stations where students listened to a book (read by a teacher or Lewis Leader volunteer) and completed activities. At each station, students were given a copy of that book to take home so each student left with at least three different titles. The local Valparaiso library set up a table and families could learn about what services were available while students participated in a number of reading activities. At the

conclusion, Ms. Payne held a give-away for prizes such as water bottles, notebooks, and more. The event was a huge success with overwhelmingly positive reviews from parents, students, and teachers.

In October, we held our second annual Exceptional Supports for Falcon Families event. Parents of students with ESE eligibilities were invited to attend an evening of networking and training opportunities. Lewis School partnered with Emerald Coast Autism Center to provide parents with information and training on social and behavior strategies for the home. Childcare was also provided by Lewis staff to allow more parents to attend.

Our 5th-6th grade transition event, SOARing into 6th, was held the first week of March to ensure that students knew what their options were prior to registration. This reduced the demand for schedule changes after the event. Families with 5th graders from nearby schools, such as Edge and Plew, who might attend Lewis for Middle School were also invited to attend. During the event, families toured the school in groups (by 5th grade homerooms) and transitioned between all the 6th grade academic teachers. Each teacher shared expectations in their classrooms as well as their syllabus. Additionally, in the media center and gym, sports teams, band, chorus, PE, and other elective teachers were present to speak with families and students. The event was well attended and families expressed appreciation for the information shared.

We were very lucky to have Mathnasium, which had recently opened a site in Niceville, host a Family Math Night in March. The event began with an overview of the services Mathnasium offers and then transitioned into families rotating through fifteen different stations where they could engage in a variety of math games. One of the features that made the night very successful was that the game at each station could be adapted based on the grade/ability of the participants. Families indicated in feedback that they appreciated that the games could be replicated at home with minimal materials or prep and that they could easily include a variety of age groups. PTO graciously provided snacks for the event and was on hand to offer information about upcoming meetings and PTO membership.

In April, we held two Science nights. The first was in partnership with the Emerald Coast Science Center for Family Science Night. The Science Center came to Lewis and set up centers that were suitable for students in grades K-5. The theme for the evening was The Wonders of Water and all of the stations engaged students in exploration of the features of water such as the various animals that live in the ocean, how pollution affects our area's waters, and ways to help keep our beaches safe and clean. Many of these hands-on stations allowed students to create something that they could take home with them, while

others involved an investigation or a game-like activity. A huge success of this event was that most of our elementary teachers helped advertise and worked stations at the event, building excitement for our students.

The second Science night was Lewis's First Annual STEM Night for K-8. Many local businesses and foundations partnered with us to provide information about careers and opportunities in the fields of science, technology, engineering, and math. These included FPL, The Doolittle Institute, Eglin Air Force Base, Twin Cities HCA Hospital, and the Okaloosa County Sheriff's Office to name a few. Presenters offered hands-on activities; one favorite of many attendees was getting to drive a robot. This was a well-received event, especially as it included activities for all grade levels here at Lewis, Kindergarten through Eighth Grade. An adjustment that was discussed for the 2025-2026 school year was either to combine our Emerald Coast Science Center event with the STEM night or to host an elementary night in the fall and a K-8 event in the spring.

Our final event was the PreK-Kindergarten transition event. Rather than have another after-school event, it was decided to invite families and their upcoming Kindergartners to come during school one morning for a tour and story-time. Upon arrival, parents dropped their students off in the Media Center where the Title I Teacher and Paraprofessional held story-time while the parents proceeded to the Kindergarten classrooms. Once there, teachers provided information on academic expectations, how the report card is scored, what testing is done throughout the school year, and how to access grades online. Finally, the upcoming students were taken on a tour of the classrooms by current Kindergarten students and any questions were answered. Everyone agreed this was a great opportunity and our hope is that it will continue to grow.

The one event that was not as successful this year was Saturday Homework Help. Parents could come and drop off or stay with their student while they received specialized help from teachers in whichever subject areas they needed during the two-hour sessions. The event was open to students in third through eighth grade and 7 students attended. Due to declining participation by staff, only one session was provided this year which was in October.

I, Nathaniel Chatman, (principal), do hereby certify that all facts, figures, and representation made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to

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ASSURANCES

The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101(39), ESEA; Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1116(b)(1) and (c)(3)]; Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1116 (b) (1)]; Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school-wide program plan under section 1114 (b)(2) [Section 1116 (c)(3)]; Conduct an evaluation of previous year's parent and family engagement and use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1116(a)(2)(D) and (a)(2)(E)]; If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)]; Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading

[Section 1112(e)(1)(A)]: and Provide each parent timely notice when their child has been assigned or has taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1112 (e)(1)(B)(ii)]; Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)]: and Provide each parent, at the beginning of the school year, the right to request information regarding any State, or District policy, procedure, or parental right to opt the child out of such assessment.



Signature of Principal or Designee

Date Signed

10/16/25

Mission Statement

Placing students on a pathway to success by providing high quality instruction, a wide array of marketable experiences, and unparalleled extracurricular opportunities while developing relationships that meet both their academic and emotional needs.

INVOLVEMENT OF PARENTS

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1116(b)(1), 1116(c)(3), and 1114(b)(2)]

The family engagement plan is developed, implemented, and evaluated by the Title I Team in conjunction with the school administration, staff, Lewis families, and community members or stakeholders.

The School Advisory Council (SAC) members are elected by their respective peer groups, except for business and community representatives and the principal. Teachers are elected by teachers, educational support employees are elected by educational support employees, and parents are elected by parents.

Input from families will be documented by minutes from SAC meetings and PTO meetings.

The School Advisory Council (SAC) and the Parent Teacher Organization (PTO) have the opportunity to give feedback when developing, implementing, and evaluation the various school level plans, including the School Performance Plan (SPP) and the Parental Family Engagement Plan (PFEP). SAC members and PTO members are given the opportunity to review and make changes to the SPP, PFEP, and the Parent-Teacher-Student Compact. All SAC and PTO members are encouraged to make recommendations and offer their input. Approval of these documents is included in both SAC and PTO meeting agendas, as well as meeting notes (where applicable). SAC committee approval is required.

The school will work with SAC, PTO, and other volunteer groups to implement programs that promote student achievement and well-being. The principal will have the right to decide which programs are implemented on a year to year basis.

ACCESSIBILITY

Describe how the school will provide opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school shares information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

All parents will be notified of school and family functions in multiple formats. These include, but are not limited to, classroom newsletters, the school's website, weekly call-outs, flyers sent home with the students, Lewis School Facebook page, and the School Marquee. Weekly call-outs, emails, and flyers sent home will be provided in the family's home language as needed. All parent meetings will be held in handicap accessible locations, so parents and students with disabilities will have access to parental involvement activities and/or services.

All parent meetings will be scheduled with parents via telephone, email, and/or letter from teacher or office staff in the language spoken at home. If parents with limited English proficiency are contacted by telephone, Lewis School will provide an interpreter in Spanish (or other applicable language) to make the arrangements for conferences.

Links on the Lewis School website will provide information concerning school grade reports, Gradebook, and grade level information concerning Florida State Standards and the new B.E.S.T. Standards. During Parent-Teacher Conferences (which will occur at least annually), teachers will provide a detailed explanation of student assessments used by Lewis School for their students' progress monitoring (FLKRS, i-Ready, STAR, FAST, etc.). In addition, use of the Parent-Student-Teacher Compact will build collective efficacy for all stakeholders to be a part of students' learning team through setting goals and outlining how each member will support the student in reaching those goals.

Based on SAC input and review of parent surveys, the following will be addressed through processes and activities:

Parent Survey Results and input from the SAC Committee showed these as the top needs and information requested: 1. Educational Materials and Resources for Parents; 2. Reading strategies; 3. Science support; 4. Math skills

Largest Barrier: Conflict with afternoon meetings/events and lack of childcare

Reduce Barrier: Offer events/meetings later in evening (6-7 pm)

INVOLVEMENT OF PARENTS

Building Capacity to Support Parents' Involvement in School

Shall provide assistance to parents of children served to understand State academic standards. 2. Shall provide assistance to parents of children served to understand State and local assessments 4. Shall provide assistance to parents of children served to understand how to monitor child's progress 5. Shall provide assistance to parents of children served to understand how to improve their child's achievement.

BUILDING CAPACITY ACTIVITY	IMPACT OF ACTIVITY	PERSON(S) DELIVERING/RECEIVING CONTENT	TIMELINE
Parent/Student/Teacher Compact	Parents are invited to be actively involved in their student's learning in the classroom. The compact states responsibilities for all parties involved: the parent, the teacher, and the	Title I Teacher, Lewis Classroom Teachers, Parents, Students	September 2025-May 2026

	student, as well as provides opportunities for all stakeholders to set goals and outlines the role each member plays to reach that goal. Parent and teacher input/feedback is collected to add to or change responsibilities.			
Title I Annual Parent Meeting	Inform parents what it means to be a Title I school; encourage parental/family involvement; receive feedback about compacts and PFEP (Parent Family Engagement Plan).	Title I Teacher, Lewis Administration, Lewis Families K-5	Before End of September 2025	
School Advisory Council (SAC)	Stakeholders are provided an opportunity to shape and make decisions for the school community, influencing student success and achievement.	Led by chair, Teresa Miller/ members of the community, Lewis parents, Lewis staff, and Lewis Administration	Quarterly; September 2025-May 2026	
Parent Teacher Organization (PTO)	Stakeholders are provided an opportunity to plan and also learn about upcoming family activities, increasing communication between school and home.	Families of Lewis Students, Lewis Teachers, Lewis Administration; led by PTO President Judy Arnts	Monthly; August 2025-May 2026	
Parent/Teacher Conferences	Teachers and parents share their expectations and concerns regarding student achievement.	Lewis Teachers, Lewis Administration, and Lewis Families/Students	As needed throughout the school year; at least once annually	
Family Science Night (in partnership with the Emerald Coast Science Center- Grades K-5)	Emerald Coast Science Center will present a two-hour program in which families will participate in interactive science demonstrations.	Title I Teacher, Lewis Teachers K-5, Emerald Coast Science Center, Lewis Families K-5	October 2, 2025	
Second Annual STEM Night (Grades K-8)	Partnering with local businesses and foundations, including Eglin AFB, to provide information about careers and opportunities in the fields of science, technology, engineering, and math for	Title I Teacher, Lewis Teachers K-8, Lewis Administration, Local Businesses- Eglin AFB, Doolittle Institute, Twin Cities	April 16, 2026	

	students and their families. Presenters will offer hands-on activities and tasks related to their fields.	HCA Hospital, Okaloosa County Sheriff's Office	
New Worlds Reading Literacy Night	Family Literacy Night will be supported by New Worlds Reading, a program developed by the Lastinger Center for Learning at the University of Florida program. Families who pre-register will receive dinner and all attendees will take home books and activities.	Title I Teacher, Lewis Teachers K-5, Lewis Families K-5	December 2, 2025
Family Math Night (in partnership with Mathnasium)	Mathnasium will present Family Math Night to include station games and activities by grade level allowing families to collaborate with their students in order to complete the tasks.	Title I Teacher, Lewis Teachers K-5, Lewis Families K-5	Spring 2026
Voluntary Pre-K (VPK) Transition Program	Local PreK students, parents, and providers/facilities are invited to attend Lewis School for a tour and story-time. Kindergarten teachers will provide information on academic expectations, how the report card is scored, what testing is done throughout the school year, and how to access grades online. Finally, the upcoming students will be taken on a tour of the classrooms by current Kindergarten students. Local PreK students and their families will also be invited to attend family math/literacy events to introduce them to kindergarten standards.	Title I Teacher, Lewis Classroom Teachers, Lewis Administration, Local PreK students and families, Local PreK Directors/Facilities	May 2026; Throughout the 2025-2026 School Year
SOARing into 6 th : 5 th Grade to 6 th Grade	5 th grade students and their families will have an orientation with 6 th grade	Lewis Administration, Lewis 5 th grade teachers, Lewis 6 th	February 26, 2026

Middle School Transition Program	teachers, coaches, and guidance counselor. Expectations and electives, as well as extracurricular opportunities will be discussed.	grade teachers, Coaches, Guidance Counselor, Lewis Families of 5 th -6 th Graders	
Exceptional Supports for Falcon Families	ESE Parent engagement workshop to provide networking, training, and resources for our ESE families.	Lewis ESE Teachers, Emerald Coast Autism Center	November 13, 2025