

Title I, Part A: Parent and Family Engagement Plan 2025-2026

School: Pea Ridge Elementary School

I, Rachelle Wood, do hereby certify that all facts, figures, and representations 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 the appropriate state and federal staff. I further certify that all expenditures will be obligated only as appropriate to this project and will not be used for matching funds on this or any special project where prohibited.

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 9101(32), 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 1118(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 1118 (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 1118(c)(3)];
- 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 1118(a)(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 1118(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 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been 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 1111(h)(6)(B)(ii)]; and
- 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 (h)(6)(A)].

Rachelle Wood
Signature of Principal or Designee

8/26/24
Date signed

Mission Statement

Parental Involvement Mission Statement

Response:

The mission of Pea Ridge Elementary School is to foster a collaborative partnership among families, students, teachers, and stakeholders. Our objective is to actively engage all parties in designing and advocating for excellent education, with a focus on enhancing academic achievement and cultivating a sense of joy in learning for every student.

Engagement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely matter in the planning, review, and improvement of Title I programs including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

Response:

At Pea Ridge Elementary School, we are committed to building strong connections with students (when appropriate), families, staff, and the broader community. We actively encourage participation in school planning, leadership, and advocacy efforts. Our goal is to make sure parents and guardians have a meaningful voice in decisions that impact their child's education.

To support this goal, we will:

- Share detailed information about the Title I Program at multiple Parent and Family Engagement events throughout the school year. This includes explaining program guidelines, parent rights, the Title I Compact, accountability reports, our Parent and Family Engagement Plan, and results from School Climate Surveys.
- Offer meetings at various times to fit the different needs and schedules of our families.
- Create a well-rounded Parent Involvement Advisory Committee (School Advisory Council) that includes parents, staff, community members, and local business partners. All parents are invited to attend or listen in on these meetings. This committee will help guide school decisions, review the effectiveness of our family engagement efforts, and suggest ways to strengthen parent involvement. It will also advise the principal on academic planning and help review our School Improvement Plan in accordance with Florida law

Coordination and Integration

Describe how the 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 Home Instruction Programs for Preschool Youngsters, Voluntary Pre-Kindergarten, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA Section 1116]

Response:

Pea Ridge Elementary School provides a variety of events and programs aimed at equipping parents to actively support their children's learning at home. These include:

Academic Support Events: Our literacy and intervention teams plan engaging activities and share helpful strategies and materials throughout the year. These events are designed to help families reinforce grade-level learning goals aligned with FAST/STAR assessments and academic standards.

Pre-K to Kindergarten Transition Support: The Pre-K team hosts transition meetings and activities to help incoming kindergarten students and their families feel prepared and confident as they begin their elementary school experience.

Family-Focused Professional Development: We offer learning opportunities in areas such as literacy, math, science, and academic teaming. These sessions support both educators and parents in fostering student success.

Volunteer Orientation: At the start of the school year, we hold an informational session to welcome volunteers and review school policies, helping families find meaningful ways to get involved.

Open House Nights/ Parent info Nights: These evening events give families the chance to connect with teachers, learn more about classroom routines, and explore academic resources that can be used at home.

Parent Resource Center: Open during school hours, this space provides parents with tools and materials to help their children learn and grow outside the classroom.

School Advisory Council (SAC) Meetings: Held quarterly at different times to accommodate family schedules, these meetings invite parents to share feedback and play an active role in school planning and improvement efforts.

Apptegy Communication Platform: This tool keeps families informed about classroom, school, and district happenings, strengthening the connection between home and school.

Monthly School Newsletter: This newsletter highlights ways families can support positive behavior, character development, and academic achievement, while also promoting community involvement through fun, family-friendly activities.

Annual Parent Meeting:

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, the nature of the program, and a description of how the meeting will cover adequate yearly progress (AYP), SCHOOL choice, and the rights of parents.

Response:

As part of our family engagement efforts, we will host a dedicated parent session focused on Title I. During this session, families will receive detailed information about the Title I program, the school's accountability report, and their rights under the "Parents' Right to Know" provision.

To reach as many families as possible, we will promote the event through multiple platforms including classroom and school newsletters, our school's electronic sign, social media, and Atpetgy messages.

To make the most of families' time, this Title I session will be paired with another family engagement event to encourage greater attendance.

In addition to the dedicated meeting, we will share Title I information in school newsletters, cover it during our annual Volunteer Orientation, and ensure it is easily accessible on our school website.

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how the school will provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent and family engagement [Section 1116]

Response:

Teachers offer flexible scheduling options for parent-teacher conferences and IEP meetings to accommodate family needs.

For families with transportation difficulties, home visits and virtual meeting options are available.

The annual Book Fair creates a fun and engaging opportunity for parents and students to participate together.

Academic Interventionists schedule parent meetings at times that are most convenient for families, encouraging involvement and open communication.

Parents are invited to join MTSS (Multi-Tiered System of Supports) meetings through in-person attendance, phone calls, or other accessible methods to stay informed about their child's academic progress.

To help boost attendance and engagement refreshments or meals may be offered during after-school events.

Building Capacity

Describe how the school will implement activities building the capacity for meaningful parent/family involvement, relationships with the community to improve student achievement, materials and trainings to assist parents/families to work with their children, and any other reasonable support for parent/family engagement activities [ESEA Section 1116]

Response:

Family Engagement Events: Throughout the year, families are invited to participate in a range of interactive events designed to build awareness across all subject areas and introduce district-provided resources that support student success at home.

Annual Title I Meeting/Sessions: School administration will provide a comprehensive overview of the Title I Program, including parent rights, the Parent-School Compact, the Parent and Family Engagement Plan, school performance and accountability data, and feedback from climate surveys.

Parent-Teacher Conferences (First Nine Weeks): Early in the school year, teachers will meet with families to discuss student progress and review the Parent-School Compact together.

Ongoing Parent-Teacher Conferences: These meetings continue throughout the year to deepen parent understanding of Florida Standards, share updates on student performance, clarify academic goals, and reinforce classroom expectations.

Literacy Night: Hosted by the literacy committee, this event is dedicated to helping families better understand English Language Arts standards and how to support reading at home. It will be held alongside our Winter or Spring Book Fair.

Meet the Teacher: Held during pre-planning week, this event allows students and families to visit classrooms, drop off supplies, and get a first look at the school environment. Teachers will share key classroom expectations and supply lists. Volunteer applications will be available, and families will be encouraged to get involved at times that suit their schedules.

Staff Training

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and staff with the assistance of parents/families in:

1. The value and utility of contributions of parents/families;
2. How to reach out to, communicate with, and work with parents/families as equal partners;
3. Implementing and coordinating parent/family programs and in building ties between parents/families and the school. [ESEA Section 1116]

Response:

Throughout the year, staff will participate in professional development opportunities focused on strengthening family engagement practices. These include:

MTSS Meetings: The leadership team-composed of interventionists, teachers, and administrators-will engage in weekly MTSS meetings to support student growth through focused interventions. Parents are encouraged to attend all meetings once their child begins receiving Tier III support.

Social Media & Feedback Training for New Staff: New teachers at Pea Ridge will meet monthly with the TIP (Teacher Induction Program) mentor. These sessions will include training on effective communication through social media and how to provide and receive meaningful feedback.

Family Engagement Best Practices: All faculty and staff will receive training on strategies to increase family involvement in the classroom. This will include a PowerPoint presentation highlighting practical approaches to fostering strong school-family partnerships.

Communication

Describe how the school will:

1. provide timely information about the Title I programs;
2. 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;
3. if requested by parents provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren);
4. submit parents/families' comments if the schoolwide plan is not satisfactory to them. [ESSEA Section 1116]

Response:

In addition to the Annual Title I Meeting, printed materials about the Title I program are available to families in the Title I Binder, located in the Title I Resource Room. This information is also accessible on the school's website and Facebook page.

During the first nine weeks of school, each teacher will conduct individual conferences with parents to review the Parent-School Compact and discuss any relevant Title I details.

Information about the school's curriculum and assessments is shared during Family Engagement events, in grade-level newsletters, on report cards, and in one-on-one conferences with parents or guardians. During these meetings, families also receive achievement test results and information on the proficiency standards students are expected to meet.

Teachers and school administrators are available for conferences upon request. Parents can schedule meetings via email, written notes, or phone calls.

To ensure ongoing improvement, families are invited to share their thoughts and suggestions through an anonymous annual parent survey distributed by the school district.

Accessibility

Describe how the school will:

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

Response:

Parents identify their native language through the English Language Survey, which helps the school determine any necessary translation services. Important documents such as the District Parent Involvement Plan and annual parent rights notifications-are provided in both English and Spanish as part of the "Beginning of the School Year Packet."

Additionally, each school maintains a Title I Parent Involvement webpage where resources are accessible in multiple languages.

We use the Apptegy platform to keep families informed about school events and activities, with translation options available to ensure messages are delivered in families' preferred languages.

All parent events are held in accessible locations. Upon request, materials can be provided in large print, Braille, or American Sign Language to meet individual needs. Details about school programs and events are also posted on the school website, Facebook page, and through Apptegy communications.

Interpreters are available when needed, and the front office is equipped with a translation iPad to assist families when an interpreter is not immediately available.

Barriers

Describe the barriers that hindered parent participation in the previous school year. What steps will the school take during the upcoming school year to overcome the barriers (with attention paid to families who are disabled, have limited English proficiency, and parents/families of migratory children. [ESEA Section 116]

Response:

The following barriers have hindered parent participation:

Disconnected Phones: To address the challenge of unreachable phone numbers, we will rely on alternative methods such as written notes, weekly take-home folders, and newsletters to keep families informed. We will also monitor Apptegy response reports to identify families who may not be receiving messages. During family engagement events, special effort will be made to connect with these families and bridge any communication gaps.

Scheduling Conflicts: To accommodate varying family schedules, we are offering events at different times and providing flexible options for parent-teacher conferences. We will work directly with families to find convenient times or provide virtual and phone conference options when in-person meetings are not possible.

Communication Gaps: To strengthen parent communication, we are encouraging teachers to prioritize phone calls over email when sharing important information with families, ensuring a more personal and effective connection.