



**Brevard Public Schools
Office of Title I
2021-2022 Parent and Family Engagement Plan (PFEP)**

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.

All families and community members were invited and encouraged to provide input and suggestions on developing/reviewing this plan. This plan is available on our school website and in the Title I parent and family engagement notebook located in our front office. If you would like a printed copy of this document, or require translation, please contact our Title I Contact (Jessica Farner 321-636-5801)

Se invitó y alentó a todas las familias y miembros de la comunidad a proporcionar aportes y sugerencias sobre el desarrollo / revisión de este plan. Este plan está disponible en el sitio web de nuestra escuela y en el cuaderno de participación de padres y familias del Título I ubicado en nuestra oficina principal. Si desea una copia impresa de este documento o necesita una traducción, comuníquese con nuestro contacto de Título I (Jessica Farner 321-636-5801)

School's vision for engaging families: Challenger 7 Elementary believes that parents play a vital role in their child's education. Our vision is to provide a safe and nurturing environment that promotes family involvement and provides students with the skills needed for social, behavioral, and academic success.

Assurances

- We will:**
- Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
 - Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
 - Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
 - Involve parents in the planning, review, and improvement of the Title I program.
 - Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement, and describes how parents and teachers will communicate.
 - Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
 - Provide materials and training to help parents support their child's learning at home.
 - Provide staff development to educate teachers and other school staff, including school leaders, on how to engage families effectively.
 - Coordinate with other federal and state programs, including preschool programs.
 - Provide information in a format and language parents can understand, and offer information in other languages as feasible.
 - Include the School and District Parent and Family Engagement Plans on our school website and in the Parent Engagement Notebook in the front office.

Principal: Anthony Payne Date: 10/4/21

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Brevard
Public
Schools

Principal: _____ Date: _____

EVERY TITLE I SCHOOL IN BREVARD COUNTY WILL:

1. Involve families and community members in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of families.

Title I Documents	Date of meeting to gather family/community input.	List outreach strategies used to invite families and community to provide input.	Describe the method in which family and community members were involved.	What evidence do you have to document family/community participation?
Schoolwide Improvement Plan (SWP) Comprehensive Needs Assessment (CNA)	05/28/2020 8/25/2021 9/1/2021 9/21/21	The request for input was advertised in the school newsletter. Request for participation in SAC meetings are advertised in the school newsletter as well as Blackboard messages.	Families and community members were provided with our school data. Information from the data was discussed to determine goals for school improvement.	SAC meeting agenda/minutes Faculty meeting agenda/minutes SIP family survey results
Parent and Family Engagement Plan (PFEF)	5/28/2021 9/7/2021 9/14/2021	The request for input was advertised by email, social media, and paper surveys.	Parents/families provided feedback on the District Title I PFEF and School Improvement Survey and a school-based electronic survey. Feedback was used to create our PFEF for improvement based on the needs of our school.	PFEF survey results School-based electronic survey results
School-Home Compact	9/21/2021 10/1/2021	The request for input was advertised in an email, SAC meeting, faculty meeting, and electronic survey.	Parents/families provided feedback on the 2021-2022 School-Parent-Student Compact for Learning Suggestions/Revisions survey. Feedback was used to create/update/revise our compact.	SAC agenda, minutes, sign in and electronic feedback form
Title I Budget & Framework	9/21/2021 9/23/2021	The request for input was advertised at the Annual Title I Meeting and SAC Meeting	Parents/families were informed of the school's Title I budget and provided feedback and suggestions on the Title I Annual Meeting survey on the expenditure of Title I funds and parent engagement funds.	Feedback from Title I Annual Meeting
Parent & Family Engagement Funds	9/23/2021 9/14/2021	The request for input was advertised at the Annual Title I Meeting and by electronic survey.	Parents/families were informed of the school's Title I budget and provided feedback and suggestions on the Title I Annual Meeting survey.	Feedback from Title I Annual Meeting and electronic parent survey.

****All Title I schools are required to hold at least one face-to-face conference in which the compact is discussed with families.***

2. Hold an annual meeting for families to explain the Title I program and the rights of parents and families to be involved.

Tentative date & time(s) of meeting	September 23, 2021 5:00pm Virtual meeting
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<p>How are families notified of the meeting?</p>	<p>Families were notified by flyer, blackboard message, and Social media message</p>
<p>What information is provided at the meeting?</p>	<p>The Office of Title I provides each school with a Power Point Presentation and feedback form that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, school grade information, parent survey results and information on the school's curriculum.</p>
<p>How are parents and families informed of their rights?</p>	<p>Brevard Public Schools Office of Title I provides all Title I schools with a brochure informing parents of their rights. This brochure is sent home with all students via backpack. Schools are also required to have a copy of the "Parents Right To Know" letter in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.</p>
<p>What barriers will you address to encourage parents/families to attend?</p>	<p>To encourage families to attend the Title I meeting, the meeting will be held virtually on Zoom. The presentation will be also be posted on our webpage for future viewing. Notice of the Title I meeting was sent home by flyer, Blackboard message, and on Social Media.</p>
<p>How will you get feedback from parents and families about the meeting?</p>	<p>Feedback from the Title I Annual Meeting will be collected from parents and families in the form of an electronic exit survey.</p>
<p>How do parents and families who are not able to attend receive information from the meeting?</p>	<p>The Title I Annual Meeting presentation and presentation notes will be included in the Title I Parent Resource binder that is housed in the front office. The Title I annual Meeting presentation will also be available on our school website for all families that are unable to attend. The presentation will include contact information for the Title I contact for additional questions, comments, or concerns.</p>

Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents and families in more fully participating in the education of their children and/or to help support learning at home.

<p>Title II- Professional Development</p>	<p>Title I and District Resource Teachers provide our school with various professional development opportunities including but not limited to endorsement courses for teachers pursuing ESOL, Gifted, and Reading Endorsements.</p>
<p>Title III-ESOL</p>	<p>Challenger 7's ESOL contact works with district ESOL staff to address the needs of English Language Learners. The teacher and staff will work together with the ESOL contact to provide translations for meeting and documentation to strengthen communication between Non-English speaking families and staff.</p>
<p>Title IV-Well-Rounded Education/School Safety/Educational Technology</p>	<p>Challenger 7 and Title IV collaborate by utilizing the Youth Truth Survey to evaluate the needs of our students, as well as providing our school with Gifted screening materials.</p>

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Title IX-Homeless	Challenger 7 works in conjunction with district homeless liaisons to ensure students in transition receive the appropriate services such as tutoring and supplies. They also help us contact community agencies to help families who are in need of housing or utility support.
FDLRS/ESE services	Challenger 7 works with FDLRS/ESE Services by advertising to our teachers and families any trainings or events being held. We also utilize the FDLRS lab to create our PBIS materials such as posters. FDLRS/ESE also provides resources for our students with disabilities.
Preschool Programs (Head Start/VPK)	Challenger 7 works with local VPK programs to ensure an easy transition to Kindergarten. We host a Kindergarten Orientation where students and parents get introduced to life in the kindergarten classroom.
SAC	Challenger 7 Elementary makes efforts to involve all stakeholders - families, community members, school faculty and staff, in our Title I program. The School Advisory Committee is composed of school administration, school faculty, parents, and community members. All parents are encouraged to join and/or attend SAC meetings. The committee provides input into the development, implementation, and evaluation of the following: School Improvement Plan, Parent and Family Engagement Plan, use of Title I funds, and school budget.
PTO/PTA	Challenger 7 currently does not have a PTO/PTA
Community Agencies/Business Partners	Challenger 7 partners with local businesses to support our school wide PBIS as well as to meet the needs of our students and school.

3. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home, school and community.	To ensure meaningful, ongoing communication, Challenger 7 offers multiple forms of communication including a monthly newsletter, school website, social media, Blackboard Connect phone calls, email, and FOCUS to disseminate information and updates. Parent surveys used to determine most preferred methods of communication.
Describe how you notify each family in a timely manner when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.
Explain how families are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Challenger 7 communicates information about curriculum, achievement levels, progress monitoring, and assessments by hosting parent conferences both virtual and in person, weekly FOCUS updates, and phone calls.
Describe how your school provides information to families in their native language. What languages do you provide?	Challenger 7 Elementary provides all communications to families in English and Spanish.
How are the needs of families with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Challenger 7 provides services for parents with disabilities that enable them to participate in meetings and events. Meetings and events will be held in accessible locations and upon request can include support for auditory and translation needs.

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Describe the opportunities families have to participate in their child's education.	Parent and Family Engagement events are held each quarter and are based on the needs of the school. We plan to host curriculum nights that focus on science, literacy, and math. Each curriculum night will be designed to engage families in fun activities and teach families ways to continue the learning process at home. We will host 2 parent conference nights one held each semester.
Describe how your school shares the PFEP, SWP, CNA and other Title I documents with community members.	The Parent and Family Engagement Plan, School Improvement Plan, Comprehensive Needs Assessment will be available in the Parent Resource Binder located in the front office. Upon approval, the documents will be uploaded to our school website. Challenger will notify families of the availability of these items via newsletter.

4. Educate and build the capacity of school staff (administration, teachers, instructional assistants, custodial, front office, etc) on ways in which to work with and engage families effectively as well as the importance of parent and family engagement in increasing student achievement. Explain your plan for this school year.

<u>Topic/Title</u>	<u>How does this help staff build school/family relationships?</u>	<u>Format for Implementation: workshop, book study, presenter, etc.</u>	<u>Who is the audience?</u>	<u>Tentative Date/Time</u>
Title I Family Engagement Training	This training will teach staff how to help parents support their child's academic learning at home.	Virtual workshop	Faculty and Staff	March 2021
Kagan Structures	This training provides teachers with various strategies to keep students engaged in learning.	Professional development	Faculty	Aug 2021 & Feb 2021

5. Provide assistance, training, workshops, events, and/or meetings for families to help them understand the education system, curriculum, standards, state assessments and achievement levels.

- Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays).
- Provide information to families in a timely manner and in an easy to read format.
- The pre-populated topics are required for ALL schools; schools may add additional topics, as needed, based on family feedback collected.

<u>Building Capacity of Families to Support Learning at Home</u>			
<u>Topic</u>	<u>Title</u>	<u>Tentative Date/Time</u> Are they flexible?	<u>Adult learning goal: What skill that reinforces student learning at home will families gain during this training?</u>
			<p style="text-align: center;"><u>List the Schoolwide improvement plan (SWP) goal this event directly supports</u></p>
			<p style="text-align: center;"><u>Translation provided</u></p>
			<p style="text-align: center;"><u>Take home materials provided</u></p>

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	<p>Science Night</p> <p>Literacy Night</p> <p>Math Night and FSA informational</p> <p>Summer Learning Night</p>	<p>9/23/2021 @ 5:30pm</p> <p>12/9/2021 @ 6:00pm</p> <p>2/24/2022 @ 5:30pm</p> <p>4/21/2022 @ 6:00pm</p>	<p>Science Night will focus on the updated changes and requirements for the science fair project. Families will also be provided with materials to participate in fun, hands-on science experiments at home.</p> <p>Literacy Night will focus on teaching reading strategies to support children at home.</p> <p>Math Night will focus on helping parents understand how their child is learning mathematics and how they can help at home. Families will participate in hands-on math activities to help engage them in learning.</p> <p>Summer Learning Night – focus on how to keep students engaged and prevent academic loss over the summer.</p> <p>Parents will get information about the upcoming FSA testing as well as strategies to help their child feel confident and focused. We will integrate this with Math Night.</p>	<p>Areas of Focus/Schoolwide Improvement: ESSA Subgroup specifically relating to Students with Disabilities.</p> <p>Math overall proficiency to increase by 3%.</p> <p>ELA overall proficiency to increase by 3%.</p>	<p>Translation provided as needed</p> <p>Materials provided to support home content based activities such as experiments, games, books, etc.</p>
<p>Curriculum Areas</p>					
<p>State Assessments & Achievement Levels</p>	<p>FSA informational session</p>	<p>2/24/2022 @ 6:00pm</p>		<p>Areas of Focus/Schoolwide Improvement: ESSA Subgroup specifically relating to Students with Disabilities.</p> <p>Math overall proficiency to increase by 3%.</p> <p>ELA overall proficiency to increase by 3%.</p>	<p>Translation provided as needed</p>
<p>Technology, FOCUS/LaunchPad</p>	<p>Kindergarten Round Up</p> <p>Middle School Information</p>	<p>5/2021</p> <p>Various dates throughout second semester</p>	<p>Kindergarten Round Up – parents and families of students in our PreK and those in surrounding VPK programs will be invited to the school (in person or virtually) to learn about kindergarten expectations and steps to help ease the transition.</p> <p>Sixth Grade Transition- parents/families of students in the 6th grade will receive information about transition meetings being held at Space Coast Jr/Sr High. A representative from each middle school will visit the campus to meet with students about their specific programs.</p>	<p>Areas of Focus/Schoolwide Improvement: ESSA Subgroup specifically relating to Students with Disabilities.</p> <p>Math overall proficiency to increase by 3%.</p> <p>ELA overall proficiency to increase by 3%.</p>	<p>Translation provided as needed</p>
<p>Transition (Kdg, MS, HS)</p>					

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<p>Parent/ Teacher Conferences</p>	<p>Parent Teacher Conferences</p>	<p>10/21/2021 01/13/2022</p>	<p>Parent/Teacher Conference Nights are an opportunity for parents to meet outside the normal school day to discuss their child's achievement and academic progress. This will be held once a semester.</p>	<p>Areas of Focus/Schoolwide Improvement: ESSA Subgroup specifically relating to Students with Disabilities. Math overall proficiency to increase by 3%. ELA overall proficiency to increase by 3%.</p>	<p>Translation provided as needed</p>	
<p>*College & Career</p>						
<p>*Graduation Requirements & Scholarships</p>						

* Required for secondary schools

<p>How will workshops/events for families be evaluated to determine return on investment?</p>	<p>Feedback will be collected from parents/families in the form of an exit slip or survey.</p>
<p>How will the needs of families be assessed to plan future events?</p>	<p>Feedback collected from parents/families will be used to determine the effectiveness of the event nights. The curriculum topics to be addressed will also be based on the academic needs of our students.</p>
<p>What are the barriers for parents and families to attend workshops/events and how do you overcome these? (transportation, translation, etc)</p>	<p>Some barriers for parents and families to attend events is time of event. According to our PFEF survey, many parents stated they needed events and meetings to be held in the evening after working hours. To address this barrier, the events will be held at night. Other barriers include notification of events. To address this barrier, we will utilize multiple forms of communication to advertise the events such as newsletter, flyers, emails, Blackboard messages, and posts on school website and social media.</p>

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<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>Parent involvement is important and Challenger has put measures in place to offer parent meetings and family engagement events on a flexible schedule. Title I Annual meeting will be offered virtually in the evening to accommodate parents who work during the day. Curriculum nights were scheduled on various days of the week and at varied times. Parent conferences can be held during the teacher's planning time, after school, or on select parent teacher conference nights. Teachers are also available to meet in person, on the phone, or virtually.</p>
<p>How do families who are unable to attend building capacity events receive information from the meetings?</p>	<p>Families that are unable to attend events will have access to presentations and presentation notes via the Title I Parent Resource binder that is housed in the front office. The presentations will also be available on our school website under the Title I tab for all families.</p>
<p>What strategies were used to increase family and community engagement in decision-making?</p>	<p>To increase family and community engagement in decision-making process, we will invite parents, families, community members, and school business partners to participate in our parent and family engagement events. We will request feedback from all in attendance for each event.</p>