

# **2024-2025 TIPA Parent and Family Engagement Plan**

School: LPES Title I Contact: Mrs. D. Williams

1. Enter your school's mission statement.

Lake Panasoffkee Elementary School is committed to ensuring that each student has the opportunity to acquire the skills necessary for becoming a responsible, productive citizens able to cope with changing social and economic conditions. High academic achievement by students enrolled at Lake Panasoffkee Elementary is of the utmost concern to the school’s primary stakeholders, which includes parents, families, teachers, community partners, and leaders, elected officials and administrators. The staff of Lake Panasoffkee Elementary works to meet the individual needs of each student, taking into consideration their unique attributes and capabilities.

2. Provide a summary of activities provided during the previous school year that were designed to build capacity of parents to help their children [Section 1118(e)(1-2)]. Include participation data on the TIPA Annual meeting.

LPES had a wide variety of Family Engagement Activities throughout the school year. 2023-2024 Family Engagement Activities were held in person to provide ways for parents and families to be involved and engaged in their child’s learning. The events that were held were outdoor activities such as Lunch and Literacy, Family Movie Night, Donuts with Grown Ups, and Family Movie Night, Annual Title I Parent Meeting, Open House, Title I Parent Involvement Committee meetings, and District Parent Advisory Council Meetings via Teams.

### **Family Engagement Activities/Nights 2023-2024**

<u>Date</u>	<u>Participants</u>	<u>Activity</u>
9/12/2023	234	Grandparents Day
9/14/2023	250	Annual Title I Parent Meeting and Open House
9/27/2023	43	Student of the Month-Sept
10/30/2023	27	Student of the Month-Oct
11/9/2023	92	Veteran's Day Parade
11/21/2023	10	Student of the Month-Nov
10/16-10/20/2023	347	Conference Nights
12/8/2023	107	Family Movie Night
12/14/2023	800	Holiday Feast
12/20/2023	100	PK Holiday Performance

		KG/First grade Holiday
12/15/2023	230	Performance
12/18/2023	184	Second/Third grade Holiday Performance
12/19/2023	146	Fourth/Fifth grade Holiday Performance
12/20/2023	40	Student of the Month- Dec
1/31/2024	40	Student of the Month- Jan
2/28/2024	40	Student of the Month-Feb
2/28/2024	38	Sea World 5th grade FT
3/20/2024	16	4th grade FT
3/22/2024	15	PK FT
3/25/2024	28	1st grade FT
3/27/2024	40	Student of the Month-Mar
4/5/2024	25	KG FT
4/13/2024	86	Family Science Night
4/8-		
4/12/2024	34	3rd grade FT
4/26/2024	35	Career Day
4/29/2024	12	MOSI Gifted FT
4/30/2024	14	Student of the Month-Apr
5/3/2024	73	Young Athletes
5/6/2024	25	2nd grade FT
2023-2024	267	AR Nights (Q1, Q2,Q3,Q4)
	<b>3398</b>	

3. **Barriers:** Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

Barriers that hindered parent participation during the previous school year were primarily parent work schedules conflicting with Parent Involvement Activities. This coming year, LPES will provide flexible scheduling for parents to participate in conferences over the phone or in person, as well as other activities throughout the school year. LPES will also monitor the district calendar to make sure to the best of our ability that there aren't conflicting dates.

4. **Involvement of Parents:** Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of TIPA programs including in the decisions regarding how funds for parental involvement will be used. [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

LPES will present Title I budget to the School Advisory Council (SAC), and proposed Family Engagement Activities to be purchased to increase parent and family engagement. The SAC will vote on the proposal and provide feedback for the Parent and Family Engagement Plan and Budget.

5. **Coordination & Integration:** Describe how the school will coordinate and integrate parent 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: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers programs, public preschool, Title, Part C, Title II, Title III, Title IV and Title IV [Section 1118(e)(4)].

LPES will provide a Parent Standards training for Kindergarten through Fifth Grade. The Reading and Math coaches, along with the classroom teachers will provide in depth information regarding the Florida BEST Standards, and clear up any misconceptions or questions regarding the standards. LPES will host a Science Night, highlighting student science projects and STEM projects to engage families in the learning process. LPES provides a Prekindergarten round up in the Spring of each school year. LPES advertises the Prekindergarten round up on the school sign, Parent Square, PTO Facebook page, and school website.

6. **Annual Parent Meeting:** Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's TIPA program, the nature of the TIPA programs (school-wide or targeted assistance, Adequate Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

The Annual Title I Parent Meeting will be conducted in person on September 12, 2024. Parents will be informed of the Title I Parent and Family Engagement Plan and provided a Brochure of the plan. Person responsible: Principal and Title I Contact; Evidence of Effectiveness: Parent attendance, Copy of Open House Power Point, Copy of Agenda. LPES will put Notifications on Parent Square App, School Website/Facebook Page- Important updates of activities that are

available throughout the school year; Person responsible: Website Coordinator; Evidence of Effectiveness: Website- Parent inquiries.

7. Annual Parent Meeting: What is the date of your annual TIPA meeting?

TIPA September 12, 2024 5:30-5:45; Open House September 12, 2024 5:45-6:30

8. Annual Parent Meeting: Attach evidence of your annual TIPA meeting including sign-in sheets, agendas, fliers, etc.

9. Flexible Parent Meetings: Describe how the school will offer a flexible number of meetings, such as meetings in the morning, or evening, and may provide with TIPA funds, transportation, child care, or home visits, as such services related to parent involvement [Section 1118(c)(2)].

Immediately following the first quarter, evening parent conferences will be scheduled to discuss student progress. Teachers reserve two evenings from 3:15-7:00 for conferences. All parents are encouraged to participate. To provide flexibility and ensure all parents are accommodated, conferences may also be scheduled before or after school or during teacher planning time as needed throughout the year. Telephone conferences and email also provide flexible options. If needed, there is a District translator that is available to provide translations for Spanish speaking parents. Several Title I Parent Involvement Meetings will occur throughout the school year in conjunction with the School Advisory Council meetings or separately to discuss and plan parent involvement activities as related to school events. Meetings will be planned for after school and before evening parent involvement events to allow more parents to attend. At times, information may be sent for review and suggestions via email to interested parents and community members. In addition, parents will be invited to attend the District PAC meetings, held twice a year- Fall and Spring.

10. Building Capacity: Describe how the school will implement activities that will build the capacity for strong parent involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)].

Lake Panasoffkee Elementary will implement activities that will build the capacity for strong parent involvement, such as Back to School/Meet the Teacher, AR Nights, PTO Meetings, SAC Meetings, Annual Title I Parent Meeting, Open House, Title I Parent Involvement

Committee, Science night, Spring Awards Ceremonies, and Parent-Teacher Conferences that will be ongoing throughout the school year. LPES will advertise on the school's website, Facebook Page, ParentSquare Application, Newsletter, and encourage Volunteering.

**11. Building Capacity: Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)].**

The school will inform parents of curriculum, assessments, meetings, student progress, proficiency levels, and Title I programs at the beginning of the year during the first two months of school. During the Annual Title I Parent Meeting and Open House, parents and families will be provided guidance with the FL BEST Standards. Handouts will be provided to help parents understand the standards and additional resources will be provided by the classroom teacher. LPES teachers will show parents websites they can access at home. These websites include gradebook, AR, curriculum information websites, online library, district website, school based website, parent resources, and educational game websites. The school newsletter will inform parents of any new information, and remind them of information that has already been sent home. All the documents will be translated when needed.

**12. Attach evidence of the materials and training provided to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)].**

**13. Provide a summary of professional learning activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].**

During Staff and Faculty Meetings throughout the school year, Professional Development activities presented were Positive Parent Communication during a Conference and Building Parent-Teacher Relationships. The impact of the Professional Development activities increase the positive interactions with parents and students. Professional Development will be ongoing throughout the school year to provide resources for faculty and staff members. The presentation of the 2024-2025 Parent and Family Engagement Plan will be presented at the faculty meeting to set clear goals of parental involvement with the faculty for the 2024-2025 school year.

14. Staff Training: Describe the learning activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)]. \*

The Title I Contact will present Positive Parent Communication during a Conference and Building Parent-Teacher Relationships professional development. The impact of the Professional Development activities will increase the positive interactions with teachers, parents and students.

15. Building Capacity: Include information on how the school will provide other reasonable support for parent involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

LPES will continue to provide parent conferences as needed, open lines of communication, a variety of parent involvement activities on a variety of platforms, and the utilization of the ParentSquare app for additional communication. Parents will also have readily available the Parent and Family Engagement Plan, as well as, the Brochure with dates of activities

16. Staff Training: Attach evidence for question 13, 14, 15. (Agenda, materials and sign in sheets.)

17. Other Activities: Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118(e)(4)].

During the Annual Title I Parent Meeting, the District Parent Resource Center will be set up in the cafeteria for any parent wanting to check items or activities out to support the learning at home with their children. The school Title I Contact will contact the district office for Parent Resource Center activities and supplies. Parents can ask if the center can have materials sent through the courier for parent check out at LPES. During each of the District Title I Parent Involvement meetings, title I contacts and parents can become familiar with the available resources provided through the mobile Title I Resource Center.

18. Communication: How will the school provide parents of participating children the following: timely information about TIPA programs [Section 1118(c)(4)(A)]; description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)]; if requested by parents, opportunities for regular meetings to formulate suggestions and to

participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C); if the school wide program under Section 1114(b)(2) is not satisfactory to parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the school district [Section 1118(c)(5)]. (check all that apply)

- ✓ Newsletters/Fliers/TIPA Handouts
- ✓ School Website/Social Media Announcements
- ✓ Parent Square App or E-mail Correspondence
- ✓ Parent Teacher Conferences
- ✓ Distribution of District Parent Guide and Bill of Rights
- ✓ Report Cards/Midterms Reflecting Academic Progress
- ✓ IEP/504 Annual Meetings
- ✓ Distribution of Individualized State/District Assessment Data Reports
- ✓ Title I Annual Meeting
- ✓ Quarterly SAC Meetings
- ✓ Family/Student/Teacher Learning Compacts

19. Accessibility: Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English, disabilities, and migratory children). Include how the school plans to share 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 1118(e)(5) and 1118(f)].

LPES will invite the ESOL paraprofessional to meetings and events to assist with Spanish translation. All communication is available for translation into Spanish via the title I District Liaison. The LPES Title I Compact will be available for review upon request, and will also be posted on the school website in English and Spanish. The School website and Facebook Page will have ample information for parent participation, school reports, and other activities that will be held at school. The Principal, Assistant Principal, and Title I Contact will be responsible. Proof of this effort will be done through documentation of forms, invitations, events, etc. These events will happen throughout the school year.

20. Discretionary Activities: Check all discretionary school-level parental involvement policy components the school plans to implement this school year.

- ✓ Maximizing parent involvement and participation by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend conferences at school.

- ✓ Developing appropriate roles for community-based organizations and businesses, including faith-based organization, in parent involvement activities.

**21. Collaboration: Please describe how you develop appropriate roles for community-based organizations and businesses, including faith-based organization, in parent involvement activities.**

LPES has a great working relationship with many community partners as well as faith-based organizations. All of our stakeholders, provide input regarding parent involvement activities and planning. The community partners and faith-based organizations are a part of the School Advisory Council that meet together quarterly to discuss any needs that need to be addressed.

**22. Drawing Conclusions from Parent Meetings and Climate Surveys: What does input gathered from parents tell us about instruction, communication, and parent involvement in your school's Title I program?**

Input from Parent Climate Surveys overall was positive feedback for instruction, communication, and parent involvement. Some surveys shared that communication and timing of events could be improved by scheduling more virtually to allow for flexibility.

**23. Drawing Conclusions from Parent Meetings and Climate Surveys: How can your school improve services in the areas of instruction, communication, and parent involvement based on parent input?**

Input from Parent Climate Surveys overall was positive feedback for instruction, communication, and parent involvement. Some surveys shared that communication and timing of events could be improved by scheduling more virtually to allow for flexibility and in a timely manner. This school year we will strive to provide our parents and families fliers, posts on school social media sites, and the school sign of any upcoming events in a timely manner.

Principal Signature: Keely Kinley Date of Approval: 11/4/24