

2024-2025 Title I Parent and Family Engagement Plan

Sawgrass Lake Elementary

Please use the Comprehensive Needs Assessment Data and any other family engagement data to complete the following:

School's Mission Statement:

The mission of Sawgrass Lake Elementary is to educate, nurture and inspire our students and staff to attain their goals each year as they become lifelong learners prepared for tomorrow's world.

Measurable Outcomes:

Increase family engagement in the 23-24 school year to 80%, in return increasing ELA, Math, and Science proficiency for Gr. 3-5.

Building Capacity of Families

Describe how the school will implement activities that will build the capacity for strong parent and family activities, to ensure effective involvement of parents and to support a partnership among the school involved, parents, the community to improve student academic achievement [Section 1118(e)]. 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)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

Sawgrass Lake Elementary believes in involving parents in all aspects of its Title I programs, therefore our school will encourage parents to become active members of our School Advisory Council (SAC). More than 50 percent of the members of the SAC are required to be parent (non-employee) representatives. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan (SIP) and Parent and Family Engagement Plan (PFEP). Administration will also utilize the PTA as a means for communication and an opportunity to gather stakeholder feedback. Open house will be another opportunity for the school to share our action plan and goals with a survey to provide feedback as well.

Additionally, parents will be provided opportunities to give input in the development and decision-making process of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by stakeholders. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program. Parents may request additional support either directly through their child's teacher or administrator. A parent may also request support during regularly scheduled SAC or PTA meetings.

We will schedule the following parent and family engagement events with a focus on building relationships/ building families' capacity to improve the academic achievement of our students:

Content and Type of Activity	Number of Participants	Anticipated Impact on Student Achievement
Games and Bites	100	Weekly opportunities for parents to engage in academic and fun games with their child on campus while having lunch.
Open House	300	Overview of resources available to parents, Title 1 program overview, grade level specific content, technology.
Reading Under the Stars	300	Increase student achievement and provide parents with resources to learn how to help their students at home. Engage families in Literacy activities.
STEM Night/Science Fair Night	300	Increase student achievement and provide parents with resources to learn how to help their students at home. Engage families in Science activities. Engage families in Science activities, Science Fair board protocol and competition.
Make & Take Nights	300	Increase student achievement and provide parents with resources to learn how to help their students at home with engaging ELA and Math Games, focused on taught benchmarks within each grade level.
FAST Parent Night	100	Parents invited to attend FAST support night to understand the dynamics of the test and ways to support at home
Ready, Set, Kindergarten	100	Parents invited to attend Ready, Set, Kindergarten night to understand the dynamics of Kindergarten and ways to support at home

Based on the data from the Comprehensive Needs Assessment, please complete the [Family Engagement Planning Sheet.pdf](#) for an upcoming event that will be directly tied to the measurable outcome(s) above.



Staff Professional Development related to Family Engagement

Describe the professional development 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)]

How will school leadership actively build teacher and staff capacity related to ongoing family engagement connected to academic goals?

1. How to reach out to, communicate with, and work with parents and families as equal partners:

- Provide training for teachers to effectively communicate school related information such as course grades, VPK-2nd Grade STAR Testing, 3rd-5th FAST Testing, IEP and 504 information and available district and school family resources
- Review of professional expectations and provision of Talking Points guidelines to build proficiency in meaningful parent communication.
- Optional book study on working with students/families in poverty.
- Leveraging the school Social Worker and counselor
- School is creating an expectation of schoolwide communication tool and agenda binder

2. How to value and utilize contributions of parents:

- The school will provide professional development that aligns to the contributions parents/families can make to assist with the goals of the school. They include:
 - MTSS, ESE and how to explain programs and interventions to parents
 - family and community liaison training,
 - family access parent portal training, and
 - Florida State Benchmarks, STAR, and FAST training
 - Effective parent/teacher conferences (including student led conferences) and the use of data to drive the conversations
 - Effective forms/strategies for two-way communication
 - Book study on working with students/families in poverty.

3. How to implement and coordinate parent programs, and build ties between parents and schools:

- The school will provide training in how to develop a parent engagement training/event for parents based on the needs of the parents (through a survey) and the needs of students (data) before planning and providing the engagement program/training.
- School personnel will also receive training on current curriculum practices and the effective use of manipulatives and at-home strategies that parents can use to help their child to be shared with parents through an event or even a classroom conference.
- School will provide make and take sessions (games) for families to use at home to reinforce skills taught and practiced at school.

Title I Annual Parent Meeting Experience

Each school will convene an annual meeting designed to inform parents of participating children about the schools Title I program, the nature of the Title I program (schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. [Section 1118(c)(1)].

How will you get recorded feedback from parents about the meeting? How will the recorded feedback be used to inform future events?

Families in attendance will be asked to complete a survey. After the annual meeting the sbllt will utilize the feedback as part of planning for future school events. The presentation will also be shared in an email after the meeting for additional review for those who attended and allow those who could not attend the opportunity to view the information and respond with questions, comments or concerns. Reports are available for documenting who received the information and surveys will be used as initial communication to determine next steps.

How will you address barriers to increase attendance and academic support at home?

Utilize parent feedback and to put into place actionable goals to address attendance and academic support. Utilize PBIS incentives to support action goals which aim to improve attendance and academic support at home. Monitor goals throughout the course of the year to see where adjustments are needed.

How will you ensure that parents unable to attend the Title I Annual Meeting receive the information? (Ex: using various modalities such as video with Flipgrid, School newsletter, Dojo or PBIS rewards).

Title I Annual meeting information will be emailed out to families, posted on our school website as well as printed and provided in the office for visiting families to review.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]

- Timely information about the Title I 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)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will submit the parents comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

- Timely information about the Title I programs [Section 1118(c)(4)(A)];

Our school is committed to ensuring that regular two-way, meaningful communication is established between all family members and school staff. When families engage with schools to support their student's learning, several positive effects can take place:

1. Students learn to read faster.
2. Students typically score higher on tests.
3. Students attend school on a more regular basis.
4. Students experience less disciplinary occurrences.

5. Students are more likely to graduate.

Title 1 information will be available for parents via the school's web page and through the school front office and Title I Family binder. Parents will be made aware of related events through the school's web page, monthly newsletter, teacher communication, marquee, and emails with minimal 2 weeks' notice. The communication plan will notify of upcoming events: purpose, time/date, audience, and activity. Most communication between school and home will be translated into Spanish, in addition to English however our school dojo communication app translates to the language chosen by the family.

- 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)];

- (1) We will describe and explain curriculum, forms of assessments and achievement levels during our Annual Title I meetings, school-based website, and newsletters.
- (2) Families will be notified about the forms of assessments through teacher communications, ongoing school meetings (ex: FAST night, SAC), Annual Title I Meeting, and parent-teacher conferences.
- (3) The achievement levels students are expected to obtain will be described and explained during the Annual Title I Meeting, and ongoing academic based family engagement events occurring throughout the year. Additionally, teachers are encouraged to inform parents and families of upcoming lessons and curriculum via phone calls or class/school newsletters. If parents or guardians have further questions and/or are not available to attend, information will be sent home in quarterly newsletters, which is also posted on the school website. Families may also contact the school for further information.

- 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)]

- (1) Families and community members have the opportunity to share feedback after each family and community engagement event, the Annual District Family and Community Survey and via SAC meetings, as well as participation in the School-Parent Compact.
- (2) Communication of upcoming opportunities will include social media, school website,
- (3) newsletters, email, school marquee, fliers, and School messenger messaging.

- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

- (1) Comments from families and community members regarding the Parent and Family Engagement Plan and the School Improvement Plan are gained through the Annual District Family and Community Survey and via SAC meetings. The surveys and SAC meeting minutes are made available to the district Title I office for review throughout the year.

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

The school seeks parent input on which times are best to attend meetings and activities that meet the needs of parents through event/activity surveys, quarterly SAC meetings, and via the annual Parent and Family Engagement survey.

Childcare is provided for the parent engagement events/activities that do not include children participating with their parent/guardian. Translators for the ESOL population are also provided for events.

Flexible parent meetings are offered throughout the year via social media and Teams. School Services supports additional services such as home visits, outside resources, etc.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, 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)].

Meetings and school communications are posted on social media, emailed to families via School Messenger and FOCUS Communication. Additionally, school communications are shared in other languages and support personnel participate and translate in parent meetings if needed. Alternative options for families with special needs will be available via a digital platform where applicable.

Our school facility is ADA accessible. If support is needed to accommodate a disability, appropriate arrangements will be made by the school.