



**LYNN HAVEN ELEMENTARY SCHOOL
24-25 Parent and Family Engagement Plan**

Date Revised with Parent Input: 4/9/24

District Approved:

School Name:	Lynn Haven Elementary School	School # 0171
Principal's Name:	Stacie Anderson	

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.

Mission Statement

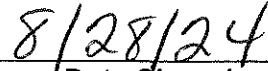
At Lynn Haven Elementary School, we are committed to creating a safe, nurturing learning environment that inspires students to become lifelong learners and productive civic citizens.

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).



Signature of Principal or Designee



Date Signed

Upload this document in the Originals Folder with principal signature

1. INVOLVEMENT OF PARENTS

(A) By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP Section 1116(c)(3)?

The PFEP will be placed on the agenda at the School Advisory Council (SAC) meetings and other meetings with business and community partners to review and improve. These meetings will be held quarterly during the year.

All parents are given the opportunity to complete a paper or online Title I Survey in the spring. The results are tallied and shared with the faculty and the SAC on ways to improve our PFEP for the next year. An evaluation of the current year's PFEP is conducted during each SAC meeting. Based on the evaluation and survey results, additions/deletions/revisions are made to the plan for the following year. In this way, the school supports the changing needs of the parents and the school.

Documentation:

Sign in sheets
Agenda
Meeting Minutes
Copies of distributed materials
Survey Results
Evaluation Results

(B) By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate, as appropriate, in making decisions relating to the education of their children, and respond to any such suggestions

Parents may participate in making decisions for their students' education through Parent Event evaluations, Parent-Teacher conferences, and during specialized meetings like IEP meetings, SAC meetings, and Child Study Team meetings. If possible, any suggestions made by parents will be acted upon immediately.

<p>flexible number of meetings, such as meetings the morning or evening to accommodate parents' schedules (Section 1116(c)(2)?</p>	<p>Parent Survey that states their work schedule interferes with their participation, we will have opportunities for parents to be involved with their children at school scheduled for the afternoons and evenings. Also, we will provide opportunities for some workshops to be virtual to accommodate parents and their work schedules.</p>
<p>B. By what means will the school provide parents with <u>timely information</u> about meetings, activities, and events (Section 1116(c)(4)(A)).</p>	<p>Parents will be invited via teacher Class Dojo, social media (Facebook), and paper flyers/brochures will be sent home. These invitations will be provided one to two weeks in advance so the parents are able to make plans to attend.</p>
<p>C. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). (Section 1116(f)?</p>	<p>According to the Spring Title I Parent Survey, parents state that their work schedule deters participation as well as transportation and childcare in many of the events and/or meetings held here at school. We are offering morning and evening opportunities so that parents are able to participate in our school events and/or meetings. Childcare is provided as needed for events and meetings. Interpreters provided by the district are invited to assist families with English as their second language during conferences and teachers are using Google Translate if the interpreter is not available at the time. Invitations are sent via flyers (with translated versions),</p>
<p>D. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand (Section 1116(e)(5) and (f))?</p>	<p>Parents will be invited via newsletters, posted on the school website, as well as teacher websites (such as Dojo), shared via social media (Facebook) and paper flyers/brochures will be sent home. We will work closely with our district provided interpreter and utilize Google Translate to ensure that invitations and meetings are in a language that parents can understand.</p>

PARENT TRAINING OPPORTUNITIES

List all activities for requirements F through J and transition activities that involve parents.

Timeline	Title of Training/Event	What will parents learn that will have a measurable, anticipated impact on student achievement?	Requirements Addressed	Evidence/ Documentation for Effectiveness	# Of Parents Attended
Sept	Open House	Standards/Curriculum /Assessment	F, G,H,I,J	PM	
Oct	Family Reading Night/BINGO for Books	Standards/Curriculum/Assessment/ Progress Monitoring	F, G, H, I, J	PM	
Nov	STEAM Night	Standards/Curriculum /Assessment	F,G, H, I, J	PM	
Feb	3rd Grade Parent Night	Standards/Curriculum /Assessment	F, G, H, I, J	PM	
April	Pre-K to Kdg Transition	Standards/Curriculum	F, J	AM	
On-Going	Parent University	Standards/Curriculum	G,H	AM/PM	

Table B

OTHER EVENTS/ACTIVITIES

Other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children (Section 1116 (e) (4).

Timeline	Title of Training/Event	What will parents learn that will have a measurable,	Requirements Addressed	Evidence/ Documentation for Effectiveness	# Of Parents Attended

<p>parents for all children served under this part, a school -parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.</p> <p>How will the school ensure parents/families involvement in this process?</p>	<p>of SAC meetings via Class Dojo, Facebook, and Monthly Calendar.</p>
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ELEMENTARY

<p>How will the school ensure that teachers conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed and signed? (Section 1116 (d) (2) (A))</p>	<p>Each year, substitute teachers are provided for our classroom teachers to schedule conferences and discuss the compacts. Conferences are scheduled by the teacher via in person, on the telephone or virtually to discuss their child's achievement with the curriculum, diagnostic and state assessments, and behavior. If meetings are held via the telephone or virtually teachers will discuss the compacts and invite the parents to stop by at their convenience to sign and receive a copy of the compact. Our Title I Coordinator keeps a record of the completed compacts and communicates with the teachers throughout the year to ensure that the teachers have discussed the compact with each family.</p>
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MIDDLE & HIGH SCHOOL

<p>How will the school distribute the school-parent-student compact? (Section 1116 (d) (2)(A))?</p>	<p>N/A</p>
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6. BUILDING STAFF CAPACITY

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

- The value and utility of their contributions
- How to reach out to, communicate with, and work with parents and families as equal partners; and
- How to implement and coordinate parent/family programs and build ties between parent/families and the school. (Section 1116 (e) (3))

****Complete Table C.****

Table C

<p>How will your school develop appropriate roles for community-based organizations and businesses in parent involvement activities (<u>Section 1116 (e) (13)</u>)?</p>	<p>During many of our school events, community-based organizations are included. We have several that provide refreshments, while others provide clothing for our students during our events. With our partnership with the First Baptist Church Lynn Haven, along with our Partnership Bay partners, we are able to provide parents with supplies and food as well as volunteers at parent events and in the classrooms.</p>
<p>By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the training (<u>Section 1116 (e) (6)</u>)?</p>	
<p>By what means will the school provide literacy training for parents if the LEA has exhausted all other resources of funding (<u>Section 1116 (e) (7)</u>)?</p>	
<p>By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions (<u>Section 1116 (e) (8)</u>)?</p>	<p>Child care is provided during our SAC meetings and many of the Parent-Teacher conferences</p>
<p>By what means will the school train parents to enhance the involvement of other parents (<u>Section 1116 (e) (9)</u>)?</p>	<p>Elevate Bay is our district volunteer organization that provides training to parents that want to volunteer at the school. We also utilize our PTO that organizes an event to train parents to volunteer during school and classroom events.</p>
<p>By what means will the school conduct in-home conferences for parents who are unable to attend at school (<u>Section 1116 (e)(10)</u>)?</p>	<p>We utilize our mental health team, teachers, and admin to conduct home visits when needed. We also conduct meetings via phone or Google Meet when needed.</p>
<p>By what means will the school adopt and implement model approaches to improve parent involvement (<u>Section 1116 (e)(11)</u>)?</p>	<p>Through our teachers' effort in our character development program, we utilize Core Essentials monthly to recognize that the family,</p>

and family engagement program at our school. We have provided contact information below so that you can learn about the different ways you can be a part of this home school connection.

District Title I Supervisor	<i>Loretta Mistrot 850-767-4354 mistrll@bay.k12.fl.us</i>
District Parent Liaison	<i>Bobbie Copsey 850-767-4294 copserm@bay.k12.fl.us</i>
Title I Resource Teacher	<i>Stefanie Johnson 850-767-4113 hendlsm@bay.k12.fl.us</i>
Principal	<i>Stacie Anderson 850-767-1454 andersl@bay.k12.fl.us</i>
Title I Coordinator	<i>Kristin Hand 850-767-1454 handkk@bay.k12.fl.us</i>
Parent Liaison	<i>Brittany Rogers (2 hours a day)850-767-1454 rogerbl@bay.k12.fl.us</i>