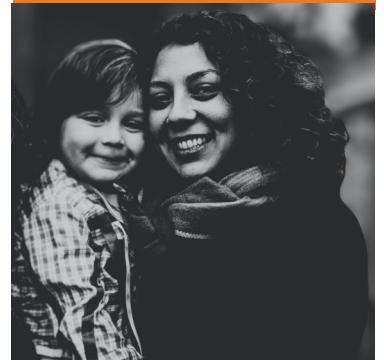


PARENT & FAMILY ENGAGEMENT PLAN

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2025-2026 Parent and Family Engagement Plan

School Name	
LEA	Orange County Public Schools

<input type="checkbox"/> School NEW to Title I Program	<input type="checkbox"/> RETURNING Title I School
<p>Describe how the school will organize parents and staff gain input on family engagement and develop its first Parent and Family Engagement Plan.</p>	<p>Describe how the school conducted the <u>evaluation</u> of the <i>previous school year 24-25</i> Parent and Family Engagement Plan and developed with the <u>input from parents</u> the <i>current years 25-26</i> Parent and Family Engagement Plan.</p> <p>PFEP Development Team Principal Title I Coordinator PEL Staff Parent Parent Parent</p>
<p>Evidence</p> <ul style="list-style-type: none"> <input type="checkbox"/> Any SAC and PTA artifacts where Title I/PFE topics were on the agenda <input type="checkbox"/> Other: 	<p>Evidence</p> <ul style="list-style-type: none"> <input type="checkbox"/> Parent survey of previous year's events and activities <input type="checkbox"/> Any SAC and PTA artifacts where Title I/PFE topics were on the agenda <input type="checkbox"/> Parent PFEP Feedback Summary <input type="checkbox"/> PFEP Evaluation <input type="checkbox"/> Parent and Family Engagement Activities Tracking Form <input type="checkbox"/> Other:

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Assurances

The above-named school agrees to the following assurances which are requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

- ✓ Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- ✓ Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- ✓ Jointly develop/revise plan with parent and make available to the local community;
- ✓ Involve parents and families in planning, reviewing, and improving schoolwide program plan;
- ✓ Use the findings of parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan;
- ✓ Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
- ✓ 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(s) who is out of field;
- ✓ Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Signature- School Principal	
Date	

2025-2026 Parent and Family Engagement Plan

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Mission Statement

Mission: Together with our families and the community, we empower students with a superior academic experience, essential life skills, and boundless opportunities.

Our OCPS mission statement emphasizes that we, the school, work "together with our families and the community" to empower students. This Parent and Family Engagement Plan reflects that shared responsibility, outlining how we will partner to provide a superior academic experience, foster essential life skills, and open boundless opportunities for our students. This shared responsibility includes the school, its staff, and parents reviewing, updating, and committing to the engagement outlined in this plan, working in collaboration with families to ensure its success.

Just as our mission unites us, this plan provides a framework for our collaborative action. A Parent and Family Engagement Plan creates a collaborative system where families and schools work together to support student learning, ultimately leading to higher quality instruction and improved outcomes for all learners in a Title I school.

Involvement of Parents

The school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review and improvement of Title I programs.

Family Engagement in Title I Program Planning

During the Annual Title I Meetings and other meetings of the School Advisory Council, Parent Teacher Association and the Multilingual Parent Leadership Council, parents and families will be encouraged to provide input in the planning, review, and improvement of the Title I Schoolwide Program including the PFEP, as evidenced by meeting agendas and minutes.

Family Engagement in Decision-Making on Use of Title I Funds

Parents and families will be given the opportunity to provide input in the decision-making process of how Title I funds will be used during the Annual Meeting as evidenced by meeting agendas and minutes.

School- Parent Compact

The school will develop, with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. Parents will be able to provide input on the School-Parent Compact during the Annual Meeting and School Advisory Council Meeting, as evidenced by meeting agenda and minutes. School-Parent Compacts will be sent home within 30 days of the start of school.

2025-2026 Parent and Family Engagement Plan

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Coordination and Integration with Other Federal Programs

Coordination/Integration of Programs

There are several Federal Programs that support family engagement. The school will consolidate parent engagement activities across all federal programs (Title I, etc.) by creating a single, comprehensive Parent and Family Engagement Plan. This plan will outline shared goals, activities, and resources, avoiding duplication and maximizing impact. The school Title I Coordinator will oversee implementation and ensure alignment.

Coordination/Integration of Home Learning Activities

The school will offer workshops and resources applicable to multiple programs, focusing on general strategies for supporting learning at home. These will cover areas like literacy development, math skills, and study habits, benefiting children regardless of program participation. Information about these opportunities will be shared widely with all families.

Check all applicable programs.

Program	Coordination
<input type="checkbox"/> Head Start	The Head Start program provides comprehensive early childhood education, health, nutrition, and family engagement services to low-income children and their families. Family engagement is a core component, and participating schools are required to offer opportunities for parents to be involved in their children's learning and development.
<input type="checkbox"/> I.D.E.A.	I.D.E.A provides funding that ensures that children with disabilities receive a free and appropriate public education. It emphasizes the importance of parent participation in the development of Individualized Education Programs (IEPs) for their children and providing parent workshops to support transition planning.
<input type="checkbox"/> Title I Part A	Title I, Part A supports schools with high percentages of children from low-income families. Schools receiving Title I funds must implement parent and family engagement activities, develop a parent and family engagement plan, conduct annual meetings to inform parents about Title I programs and their rights, and ensure effective communication between schools and families.
<input type="checkbox"/> Title II, Part A	Title II provides professional learning regarding family engagement to instructional staff, school administrators, and paraprofessionals.
<input type="checkbox"/> Title III, Part A	Title III recognizes the importance of family engagement in language acquisition and academic success. Schools must provide information to parents in a language they can understand, offer language support services for families, and engage parents in their children's language development.
<input type="checkbox"/> Title IV, Part A	Title IV supports family engagement by promoting safe and supportive learning environments and encouraging community engagement in schools. Title IV funding is used to support out-of-school family visits and at-home family learning activities
<input type="checkbox"/> Title IX McKinney-Vento	McKinney Vento Program provides support to our homeless students and their families by ensuring school stability, facilitating immediate enrollment, providing transportation and protecting parental rights. This removes barriers for families that may prevent them from engaging with the school system and creates a foundation for family engagement.

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Annual Parent Meeting

The school will conduct the Annual Parent Meeting about the benefits of the Title I Schoolwide Program to inform parents and families of the school's participation in the Title I Schoolwide Program. During the meeting, the school will provide a description of the Title I Schoolwide Program which will include an explanation about the forms of academic assessments, the school performance data, and the rights of parents. Additionally, the school will document that the communication has been provided to stakeholders, as follows:

Activity/ Task	Description	Position/Person Responsible	Timeline	Evidence of Effectiveness
Notification	<input type="checkbox"/> Flyers <input type="checkbox"/> Email Message <input type="checkbox"/> Voicemail <input type="checkbox"/> Text Message <input type="checkbox"/> Social Media		8/2025 to 10/2025	<input type="checkbox"/> Copy of Annual Meeting Flyer <input type="checkbox"/> Copy of social media post
Meeting	Agenda includes: - PFEP Input - Title I Notification Letter - Benefits of Title I - School-Parent Compact Review and Update - Parent Survey Results		8/2025 to 10/2025	<input type="checkbox"/> Copy of sign-in sheet <input type="checkbox"/> Copy of agenda <input type="checkbox"/> Copy of presentation <input type="checkbox"/> Meeting Minutes <input type="checkbox"/> Draft of School-Parent Compact updated with parent feedback
Follow-Up	The school will submit evidence of Annual meeting to Federal Programs department and link artifacts to school website for easy access by parents and families.		10/2025	Link on school website to: <input type="checkbox"/> Title I Notification <input type="checkbox"/> School Condensed PFEP (translated) <input type="checkbox"/> School-Parent Compact (translated) <input type="checkbox"/> Annual Meeting Presentation

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Flexible Parent Meetings

The school will provide parent meetings and other activities such as workshops and out-of-school family visits on a flexible schedule and in multiple formats, based on results of annual parent survey.

___ Morning Meetings at: _____ A.M. ___ Evening Meetings at: _____ P.M.

___ In-person ___ Virtual

School Advisory Council- Meetings will be held on the _____ of every month.

Parent Teacher Association- Meetings will be held on the _____ of every month.

Multilingual Parent Leadership Council- Meetings will be held on the _____ of every month.

Parents are encouraged to share any needs or barriers to attendance prior to parent meetings. The school will use Title I funds, when available for:

Transportation

Child Care

Out-of-School Family Visits

2025-2026 Parent and Family Engagement Plan

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Building Family Capacity School-Wide

Family engagement is school-wide priority and Title I funding is used to fund a full-time Parent Engagement Liaison, _____.

The Parent Engagement Liaison is responsible for coordination of family engagement activities including conducting family visits, delivering parent workshops, participating in parent leadership councils, establishing communication with all parents and creating engagement opportunities for all parents that positively impact student outcomes.

The school will implement activities that build capacity for meaningful parent and family engagement through attendance at the OCPS Parent Academy, school workshops, small group modeling, and one-on-one support provided by the Parent Engagement Liaison.

Relationship Building

The annual School Improvement Plan describes how the school plans to build positive relationships with parents, families and other community stakeholders to fulfill the school’s mission, support the needs of students and keep parents informed of their child’s progress. The School Improvement Plan states that the school will build relationships with the parents and community to improve student achievement by:

Materials and Training

The school will provide material and training to assist parents/families to work with their children through the following activities:

Activity/ Task	Position/Person Responsible	Connect to Student Achievement	Timeline	Evidence of Effectiveness
Back-to-School Event	Parent Engagement Liaison/School Admin	Parents will learn to access the OCPS Parent Portal and use two-way communication tools to monitor student progress.	August 2025	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey

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Activity/ Task	Position/Person Responsible	Connect to Student Achievement	Timeline	Evidence of Effectiveness
Open House	Parent Engagement Liaison/School Admin	Parents will learn about curriculum standards and how to support learning at home.	September-October 2025	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Fall Family Assessment Workshop	Parent Engagement Liaison/Testing Coordinator	Parents will learn about assessment forms and how to utilize parent reports.	October-November 2025	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
	Teachers/ School Counselors/ School Admin	Parents will learn about student progress and how to support student learning at home.	October 2025	<input type="checkbox"/> Signed Compacts
Mental Health Workshop	Parent Engagement Liaison/School Counselor	Parents will learn about OCPS mental health resources and how they support achievement.	November-December 2025	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Literacy Workshop	Parent Engagement Liaison/Reading Coach/Media Specialist	Parents will learn about the B.E.S.T. standards and how to support literacy at home to support student achievement.	January 2026	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Resiliency Workshop	Parent Engagement Liaison/School Counselor	Parents will learn about the Florida Resiliency Standards and how to develop resiliency at home to support student achievement.	February 2026	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Spring Family Assessment Workshop	Parent Engagement Liaison/Testing Coordinator	Parents will learn about Spring statewide assessments and how they measure student achievement.	March-April 2026	<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Parent Academy Virtual Watch Party	Parent Engagement Liaison/Principal			<input type="checkbox"/> Attendance <input type="checkbox"/> Survey
Parent Academy Full-Day Conference	Parent Engagement Liaison/Principal			<input type="checkbox"/> Attendance
School Advisory Council Meetings	Principal /Parent Engagement Liaison	Parents will engage in shared decision-making and monitoring of the schoolwide plan.	Monthly	<input type="checkbox"/> Attendance <input type="checkbox"/> Agenda <input type="checkbox"/> Minutes
Multilingual Parent Leadership Council Meetings	ESOL Compliance Specialist/ Parent Engagement Liaison	Parents will learn about resources for multilingual families	Monthly	<input type="checkbox"/> Attendance <input type="checkbox"/> Agenda <input type="checkbox"/> Minutes

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Activity/ Task	Position/Person Responsible	Connect to Student Achievement	Timeline	Evidence of Effectiveness
Parent Teacher Association Meetings	Principal /Parent Engagement Liaison	Parents will engage in shared decision-making and plan activities to promote family engagement and build family efficacy.	Monthly	<input type="checkbox"/> Attendance <input type="checkbox"/> Agenda <input type="checkbox"/> Minutes
			Monthly	
			Bi-Weekly	
			Weekly	

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Building Family Capacity within a Select Group of Students

The school Parent Engagement Liaison will also implement high impact family engagement strategies focused on a select of families group based on School Improvement Plan goals.

Selected Grade Level(s):

Selected Area of Concern:

Selected Student Issues (s) Based on Area of Concern:

Current Student Data in Area of Concern:

Engagement Strategies for Helping Adults in Community Address Identified Student Issues:

Actions parents and families will be asked to do at home to support area of concern:

Activity/Task	High Impact Strategy Alignment	Position/Person Responsible	Timeline	Evidence of Effectiveness
		Parent Engagement Liaison	July 2025	
		Parent Engagement Liaison	August 2025	
		Parent Engagement Liaison	September 2025	
		Parent Engagement Liaison	October 2025	
		Parent Engagement Liaison	November 2025	

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Activity/Task	High Impact Strategy Alignment	Position/Person Responsible	Timeline	Evidence of Effectiveness
		Parent Engagement Liaison	December 2025	
		Parent Engagement Liaison	January 2026	
		Parent Engagement Liaison	February 2026	
		Parent Engagement Liaison	March 2026	
		Parent Engagement Liaison	April 2026	
		Parent Engagement Liaison	May 2026	

Ideas for AAR for each high impact strategy can be found at: <https://docs.google.com/document/d/17-uB8SMd-FH2iHRAwZIAMys3sgl5uTDuGpNcUdVCnT0/edit?usp=sharing>

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Professional Learning

Professional learning opportunities will be provided to teachers, specialized instructional support personnel, administrators and other school staff to encourage and educate staff which will include but are not limited to how to:

- value the contributions of parents and families
- reach out to, communicate with, and work with parents and families as equal partners,
- implement and coordinate family engagement programs, and,
- build ties between parents, families, and the school.

Activity/ Task	Position/Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
District-sponsored Admin Learning Labs	Principal	Principals will learn how to leverage the five principles of family engagement to communicate and build relationships with families to support student achievement.	9/2025 & 2/2026	Agenda Handouts
District-sponsored Engagement Liaison Learning Labs	Parent Engagement Liaison	PELs will learn to implement and coordinate family engagement programs using the Standards for Family-School Partnership to support student achievement.	9/2025 11/2025 2/2026	Agenda Handouts
District- sponsored Family Engagement Canvas Course	All Staff	All staff will learn how to value the contributions of and communicate with families to support student achievement.	8/2025-2/2026	Certificate Dashboard Report

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Other Activities

The school will conduct other activities/events/meetings to encourage and support families with more meaningful engagement in the education of their children including:			
Activity/ Task	Position/Person Responsible	Timeline	Evidence of Effectiveness
Annual Family Stakeholder Survey			
Title I Parent Survey			
Family Resource Center			

Communication

<p>The school will provide timely information about the Title I Schoolwide Program, explanation about the curriculum at the school, the forms of assessment used to measure student progress, the achievement levels students are expected to obtain, identify students who are at risk of not meeting state standards on performance standards assessments, and provide parents with information regarding their child(ren)'s attendance using the following methods:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Parent Meetings <input type="checkbox"/> Email <input type="checkbox"/> Flyers <input type="checkbox"/> Newsletter <input type="checkbox"/> Parent Square SMS/Messaging <input type="checkbox"/> Parent Square Voicemail <input type="checkbox"/> School Website <input type="checkbox"/> Social Media <input type="checkbox"/> Skyward Family Access <input type="checkbox"/> Parent-Teacher Conferences <input type="checkbox"/> Other: _____

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If requested by parents, the school will provide opportunities for regular meetings in order to formulate suggestions and to participate, as appropriate, in decision-making related to the education of their child(ren). This can include:

- One-on-one conferences with teacher(s) and/or other needed support personnel.
- Surveys, polls, or questionnaires.
- Participation in the School Advisory Council

Additionally, if the school-wide plan is not satisfactory to parents, feedback will be present at the School Advisory Council for discuss and if needed, updated to the plan. The school will submit any/comments to OCPS Federal Programs provided by parents and/or families.

Activity/ Task	Description	Person Responsible	Timeline	Evidence of Effectiveness
Title I Notification				<input type="checkbox"/> Title I Parent Program Notification Letter in Multiple Languages on School Letterhead <input type="checkbox"/> ESSA 4-week Parent Notification letter in multiple languages
School-Parent Compact				<input type="checkbox"/> Signed School-Parent Compacts
Information about school curriculum				<input type="checkbox"/> Evidence of meeting, workshop, event, or other communication about school curriculum
Information about forms of assessment				<input type="checkbox"/> Evidence of assessment workshops
Information about student achievement levels				<input type="checkbox"/> Parent communication when students are not meeting state standards.
Information on student attendance				
Parent comments on Title I Schoolwide Plan				<input type="checkbox"/> Samples of Title I schoolwide surveys

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Accessibility

The school will provide full opportunities for participation in parent and family engagement activities for all parents and family members. Additionally, the school will share information related to parent and family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents and families understand, as well as provide accessibility accommodations for parents and family members with special needs.

Accessibility Area	Accommodation	Description	Position/Person Responsible
Language	Language Line	Front office staff have access to live phone translation in 100+ languages to be used for conversational exchanges.	
	Language Line Insights	All staff have access to live video translation in over 100 languages and ASL on their OCPS LaunchPad to be used for conversational exchanges.	
	OCPS Translation Services	Translation of school documents or a live interpreter for meetings and/or workshops upon request.	
	Parent Square	Provides translation of school webpages, emails, voicemails, and SMS text messages.	
	PowerPoint Live	Provides closed-captioning of live PowerPoint presentations in 50+ languages.	
	Microsoft Translator for Education	Bridges communication gaps, with live captioning, cross-language conversations, and multilingual parent-teacher conferences.	
	WebEx Assistant	Provides closed captioning during online webinars and meetings.	
Parents with Special Needs	ADA Accommodations	Members of the public, including parents who need a barrier removal accommodation or modification to a program, service, or activity of Orange County Public Schools should make the request using the Public Accommodation Request Form .	

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Discretionary Activities

Please list any activities that are <u>not required</u> , but will be paid for through Title I, Part A funding (for example: family visits, transportation for meetings, activities related to parent/family engagement, etc.)				
Activity/ Task	Position/Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness

Barriers to Engagement

Use the annual Title I Parent Family Survey and other data to describe of the barriers that hindered engagement by parents during the previous school year.	
Describe the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children [ESEA Section 1116])?	
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Parents/Families with Disabilities	
Parents with Limited English Proficiency	
Parents/Families of Migratory Children	
Parents/Families Experiencing Housing Transition	
Additional Barriers Identified in Family Survey <ul style="list-style-type: none"> • _____ • _____ • _____ 	

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Adoption

The Parent and Family Engagement Plan (PFEP) was developed with stakeholders including parents of children participating in Title I, Part A programs.

This 2025-26 PFEP was adopted by the School Advisory Council on and will be in effect until **June 30, 2026**.

The School will upload the final 2025-26 PFEP to the OCPS Federal Programs Office on **August 8, 2025**, and will distribute this 2025-26 PFEP to all the parents of participating Title I, Part A children on or before **November 7, 2025**.

Signature- School Principal	
Date	

Signature- School Advisory Council Chairperson	
Date	