



# 2024-2025 School Parental & Family Involvement Policy (PFEP)

School: BridgePrep Academy Collier

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116]. Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

## Assurances

Please check all the boxes

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will be governed by the statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101 of ESEA
- Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community. **SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan**
- Involve parents and families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part. Including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan. **SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan**
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent Engagement policy. **The school will analyze the Title I Stakeholder survey data to develop this plan.**
- Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- Provide each family with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field
- Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section1116]
- Publish complete PFEP in School website and share in social media. School must upload proof of distribution with Title I required documentation.

Principal Name Da'Nika Arnold

Principal Signature 

**1. Involvement of Parents**

Describe how your school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review, and improvement of **Title I programs, including involvement in decision making of how funds for Title I will be used**

To ensure that all parents have the opportunity to participate in parent involvement events, BridgePrep Academy provides activities with bilingual staff and materials. Flyers and announcements regarding parent involvement activities are translated and distributed to all parents. Parents with disabilities are welcome to attend all activities and/or services and accommodations are made to allow them access.

**2. Coordination and Integration with Other Federal Programs**

Describe how your school will **coordinate and integrate** parent and family engagement programs and activities **with Other Federal Programs** such as **Migrant, Head Start, ELL, etc.** Describe how your school will coordinate with other programs to integrate parent and family activities that teach parents how to help their children at home. [ESEA Section 1116]

Parent Involvement activities are developed to align with school improvement initiatives and areas of greatest need to students. We work with our ELL and SWD staff to ensure that parent and family engagement events are planned to meet the diverse needs of all our stakeholders. These activities are offered at a variety of times and parental input is gathered at these events to make improvements.

**3. Annual Parent Meeting**

Describe the **specific steps your school will take to conduct an annual Title I meeting** designed to inform parents and families of participating children about the school's Title I program

An announcement was sent out on social media platforms informing them on the Annual Meeting. A flyer was also sent home in both English and Spanish to make parents aware of the meetings.

Provide a description of the nature of the Title I Program that will be shared with parents and families (schoolwide or targeted assistance). Provide a description of how the meeting will cover the rights of parents at the annual meeting. **Schools should use the Annual Title I PPT template provided by FSCG during this meeting.**

A PowerPoint presentation is used to share how the school qualifies for Title 1, the benefits of receiving Title 1 funds, how those funds are spent, communication strategies, the School Improvement Plan summary, parent involvement activities, and parent resources during the Annual Title I meeting.

**4. Flexible Parent Meetings**

Describe how the school will offer a **flexible number of meetings**, such as meetings in the morning or evening.

Parent meetings will be held at both morning and evening times providing parents the opportunity to attend at their convenience based on parent survey and historical attendance data.

How will your school provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement?

Home visits, conducted by the administrative team and teachers, will occur as needed in order to connect with families. Translation services are provided at parent events throughout the school year.

**5. Building Capacity**

**Please describe all activities that will address the following questions;**

- How will the school implement activities that will build the capacity for meaningful parent/family involvement?
- How will the school implement activities that will build relationships with the community to improve student achievement?
- How will the school provide materials and trainings to assist parents/families to work with their child(ren)?
- How will the school provide other reasonable support for parent/family engagement activities?
- **How the school will coordinate and provide activities that support student transition (Kindergarten, Middle school, Highschool & College). List at least one activity to support transition.**

Activity Name	Activity Description and Content	Timeline
<b>Title 1 Meeting</b>	<b>Build knowledge of parents what Title 1 is and how we re using the funds to support students</b>	<b>September 2024</b>
<b>Curriculum Night</b>	<b>Builds capacity of parents to help children succeed and promotes reading and student achievement</b>	<b>December 2024</b>
<b>Monthly Parent Meetings</b>	<b>Builds knowledge of parents in ways to that the school is helping their children succeed</b>	<b>Monthly September 2024-May 2025</b>
<b>Book Fair</b>	<b>Builds capacity of parents to help children succeed and promotes reading achievement</b>	<b>December 2024</b>
<b>Career Day</b>	<b>Build student awareness of possible carers they could pursue and the requirements to obtain these carers</b>	<b>March 2025</b>
<b>Kindergarten Round Up</b>	<b>Activity to provide parents information to support student transition to kindergarten</b>	<b>April and May 2025</b>
<b>Student Led Conference</b>	Allow students to describe their academic and behavioral progress toward their goals.	<b>March 20205</b>

**6. Staff Training**

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

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

BridgePrep Academy and SMART Management developed training materials that provide knowledge and opportunity to share parent involvement and family engagement strategies and best practices with teachers. The presentation is provided during staff pre-service week and provides teachers and staff with training and specific practices to support our families.

**7. Other Activities**

Describe How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)?

**We will create a resource corner in the front office to provide families with literature about parenting an academic support**

**8. Communication**

Describe how your school will provide timely information about the Title I programs (PFEP Plan, SIP, and any programs funded with Title I)

Information about Title I Programs is provided at monthly SAC Meetings and at the Annual Title I meeting. Additionally, we use our social media platform and a monthly calendar to advertise events.

How will your school **share with parents** the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Bilingual school personnel are used to make information accessible to all. Phone messages and many documents are delivered in the 3 primary native languages of our community, English, Spanish, and Creole.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Parents are included in the MTSS process when interventions are necessary for their child to be successful in the classroom. Student-led Led Conferences as well as curriculum night for parents to understand their child's progress, and parents are able to schedule individual conferences with teachers and administration about any concerns that arise.

How will your school submit parents/families comments if the Schoolwide and Parent and Family engagement plans are not satisfactory to them?

Parents have the opportunity to provide feedback at monthly SAC Meetings and through parent surveys. Parents can also schedule meetings with teachers and administration.

## 9. Accessibility

Describe how your school offers parent/family engagement activities **for all** parents/families? ***(Including parents with limited English proficiency, disabilities, and migratory children)***.

Bilingual staff are utilized to communicate with families. Phone messages and many documents are delivered in the 3 primary native languages of our community, English, Spanish, and Creole.

Students, regardless of disability, have access to all school activities.

Describe how your school will share information related to school and parent/family programs, meetings, school reports, and other activities in an **understandable, uniform format, and in languages that the parents/families can understand.**

To ensure that all parents have the opportunity to participate in parent involvement events, BridgePrep provides activities with bilingual staff and materials.

## 10. Barriers

Describe the barriers that hindered participation by parents **during the previous school year**. Include 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)?

<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
Limited English proficiency	Provide translator at all meetings
Parents may not be able to attend due to work schedule	Schedule events during the day to encourage participation

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**11. Upload Evidence of Input from Parents on the development of the PFEP**

Upload a copy of SAC minutes that include a statement that parents were given the opportunity to discuss and provide input on the **FY25 Parent Involvement Policy (PFEP)** prior to approval. Be specific with the feedback provided by parents. Please upload the document in your school folder in the [Title I Drive - Teams](#).

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**12. Upload FY25 Parent-School Compact**

Upload an electronic version of the FY25 Parent-School Compact. Please upload document in your school folder in the [Title I Drive - Teams](#).

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**13. Upload Evidence of Parent Involvement in Development of Parent-School Compact**

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY25 Parent –School Compact** prior to approval. Be specific with the feedback provided by parents. Please upload document in your school folder in the [Title I Drive - Teams](#).

## Evaluation of the Previous Year's Parent and Family Engagement Plan

Review your **FY24** School Parent and Family Engagement Policy (PFEP) and complete the sections below.

### 1. Building Capacity Summary

Provide a summary of activities provided during the **2023-2024** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting, Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale.
Open House/Meet and Greet/ Title 1 Meetin	1		uilds knowledge of parents in ways to that the school is helping their children succeed
Celebrate Literacy Night	1		<b>Builds capacity of parents to help children succeed and promotes reading and student achievement</b>
Student Led Conferencing	2		<b>Builds capacity of parents to help children succeed and promotes reading achievement</b>
Book Fairs	1		<b>Builds capacity of parents to help children succeed and promotes reading achievement</b>
Family Academy			<b>enhances parent effectiveness and promotes student achievement</b>
English Language Classes			<b>Builds capacity of parents to help children succeed and promotes reading achievement</b>

### 2. Staff Training Summary

Provide a summary of the **professional development** activities provided by the school during the **2023-2024** school year to educate staff on the importance of Parent and family engagement. 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.

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale

### 3. Review your FY23 School Parent and Family Engagement Policy (PFEP) Barriers Section.

To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement (PFE) funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School took to Overcome	Implementation (Full, Partial, Not Yet)

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