



**2024-2025 District Title 1 Part A
Parent and Family Engagement Plan (PFEP)**

I, Elijah Key, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for appropriate state and federal staff review. I further certify that all expenditures will be obligated on or after the effective date and prior to the project's termination date. Disbursements will be reported only as appropriate to this project and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The LEA will provide assistance and support in monitoring all Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategy and activities are consistent with Section 1116 of Every Students Succeed Act (ESSA). All Title I schools will receive onsite support from the district and help with improving and strengthening family engagement. In addition to frequent communication and school visits, the LEA will hold meetings/trainings to help Title I schools plan parent and family engagement activities.
- The LEA will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent engagement are spent and will ensure that not less than 90 percent of the one percent reserved goes directly to the schools after equitable provisions have been provided to participating private schools.
- The PFEP was jointly developed and revised with parents and school representatives during a monthly district meeting held by the LEA. Parent representatives from each school participated to improve the plan. Additionally, parents were welcome to submit comments and feedback regarding the plan to individual school sites at their Annual Title I meeting and directly to the school district via the Title I Advisory Council.
- Consistent with Section 1116, the LEA will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each includes, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA.
- If the LEA Plan for Title I, Part A, developed under Section 1116(c) of the ESSA, is not satisfactory to the parents of participating children, the LEA will submit any parent comments with the plan when the LEA submits the plan to FLDOE.
- The LEA will provide Title I schools timely notices of the requirement to communicate the Parent Right to Know, which covers the requirement that allows parents to request qualifications of their children's teachers and information about the state assessment.
- The LEA will provide Title I schools in a timely manner of the Four Weeks to Parents, which notifies parents if their (child(ren) are not being taught by a teacher that meets state certification requirements.



Signature of Superintendent



Date Signed

Mission: The mission of the Gadsden County School District is to collaborate with and engage all stakeholders in providing safe, caring, rigorous and engaging environments in which students can learn and succeed.

Response: The Gadsden County Schools Title I department positively impacts student achievement by providing support to students, schools, and parents. We believe parent and family engagement is necessary for student and school success.

Jointly Developed

Section 1116 of the Every Student Succeeds Act (ESSA). Title I and designated district staff, principals, and parents will collaborate to monitor the district Parent and Family Engagement Plan (PFEP). The LEA has established a Title I School Advisory Council. The council's membership is comprised of parent representatives, school representatives, and administrators from each Title I School. SAC provides information to assist in outlining and addressing the needs of school communities. If changes are recommended, the plan will be presented in draft form to Title I school administrators and school-level parent involvement staff for input. As with other policies impacting schools, any potential changes to the policy or plan will be presented to the School Advisory Council (SAC) and other parent groups in place at each Title I school for review and input.

Technical Assistance

Describe the actions the LEA will take to provide coordination, technical assistance, and other support necessary to assist Title I, Part A schools in planning and implementing effective parental involvement activities which build the capacity of parents to improve the academic achievement of their child and overall school performance [Section 1116(a)(2)(b and c) and 1116(e)(1-14)]. Include a description of the process the LEA will use to review the school-level PFEP to ensure compliance with all requirements of Section 1116 [34 CFR 200.30(e)]. Include information on how the LEA will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116(e)(14)].

Response: The LEA will meet with Title I, Part A schools to provide initial training and technical assistance on writing and implementing effective Parent and Family Engagement Plans and School-Parent Compacts. The LEA will schedule and provide ongoing training to its schools, as needed, to support the development and implementation of plans. Title I Part A district staff members are responsible for providing initial support and technical assistance to schools in developing a plan that complies with federal and state requirements as well as ongoing monitoring of plan implementation.

Discussions at Title I, Part A administrator meetings will occur to encourage sharing best practices. Title I, Part A parent liaison staff or a designee will attend districtwide parent involvement training and meetings. Title I, Part A, district staff members, will provide information about best practices to schools. In addition, each school will be encouraged to add Title I information and a parent resource page to the school's website that will provide parent notifications of activities and ways parents can get involved in their child's education. Each school is also encouraged to have a Parent Resource space or area.

The LEA will provide other reasonable support for parent and family engagement activities under Section 1116, as parents may request via the Community Meetings, SAC meetings, Title I school meetings/workshops for parents and families throughout the school year as well as the Title I Fall and Spring Parent Survey. Meeting agenda topics may include at home learning, effective parent and family engagement, reviewing and revising Gadsden County School District (GCCD) Title I PFEP, and parent and family engagement best practices. Parents and families will also be provided with information and materials in support of improving the academic achievement of their children. Additionally, parents and families will

be provided with information and training in the areas of technology use, life skills, and community service needs.

District staff will offer support to all Title I schools to monitor parent engagement. The LEA will provide parent and family engagement training during the school year and will be available to help plan and participate in school-based activities upon request. Title I office staff members will maintain an open-door policy and are available to assist schools and parents that need additional support. Title I staff members will also be involved in an ongoing review of research to gain knowledge of best practices in this area and will share this information with schools.

Coordination and Integration

Describe how the LEA will coordinate and integrate parental involvement strategies from Part A of Title I with other federal programs (including but not limited to Head Start, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPO), Voluntary Pre-Kindergarten, Title I, Title II, Title III, and Title IV, Part A) [Sections 118(a)(2)(C), 118(e)(1-14)].

Count	Program	Coordination
1	Title I, Part A: Improving the Academic Achievement of the Disadvantaged	The LEA will provide ongoing collaboration and coordination with all Title I school sites to increase effectiveness, eliminate duplication, and reduce fragmentation of the instructional program. The LEA will provide various parent and family engagement trainings to address and support comprehensive needs of Title I schools and support coordination with other.
2	Title II: Enhancing Education Professional Learning, Effective Learning	The LEA will provide technical assistance and staff development to assist schools in developing effective teachers and administrators.
3	Title III, Part A: English Language Learners	The LEA will provide training for teachers and administrators to support families and maintain compliance.
4	Title IV, Part A: Student Support and Academic Enrichment	The LEA will provide ongoing support and academic enrichment to children in Title I schools.
5	Title V, Part B: Rural and Low-Income Schools (RLIS)	The LEA will help support Title II with effective instruction.
6	Academic Services	The LEA will collaborate with various departments to support training and enrichment opportunities for families.
7	School Accountability	The LEA will provide continuous assistance and monitoring of student progress to support student achievement.
8	Early Childhood Programs	The LEA will collaboratively include parents in parent and family engagement activities offered by the school, or one located near a Title I school attendance area.

Annual Evaluation

Describe the actions the LEA will take to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the academic quality of the Title I, Part A schools [Sections 118(a)(2)(C), 118(e)(1-14)].

Response: The LEA and stakeholders will meet annually for input into the development, revision, implementation, and evaluation of the existing District Parent and Family Engagement Plan. The LEA will use a Title I Parent Survey developed by the Parent Coordinator to gather pre/post-implementation data during the 2023-2024 school year. The Parent coordinator will review the participation and implementation of each family engagement program in Title I schools annually. The data will be compiled in the Title I Annual Parent and Family Engagement Evaluation report in the spring of each year. The results are reviewed and shared at the first Title I Parent Engagement training each fall.

Building Capacity

If the LEA plans to implement LEA-wide activities, describe the actions the LEA will take to build the schools' and parents' capacity for strong parental involvement to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Sections 118(a)(2)(C), 118(e)(1-14)].

Count	Content & Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Time line	Evidence of Effectiveness
1	<p>Content: Each school served under Title I, Part A will inform staff of their school's participation in the Title I, Part A program, explain the requirements of the Every Student Succeeds Act (ESSA) and develop a plan with emphasis on student academic achievement through parent and family engagement.</p> <p>Activity: Title 1 Training Sessions and Annual Title 1 Meeting</p>	Family and Community Engagement (FACE) office and school site administrators	The information will lead to enhanced school staff understanding of the requirements of ESSA with emphasis on student achievement through parent and family engagement	Aug.-Dec. 2024	Agendas Sign-in sheets Handouts Infographics Presentations

2	<p>Content: Each school served under Title I, Part A, will hold school-level meetings at flexible times to inform parents that the school is participating as a Title I, Part A school. During this meeting, information about Title I programs, including but not limited to state standards, curriculum, instruction, state assessments, school improvement plans as well as the LEA's Title I Plan components, are discussed. Input is requested from parents, and additional parent meetings are scheduled as needed. Activity: Annual Title I Meeting.</p>	Family and Community Engagement (FACE) office and School Administrators	The annual parent meeting explains the school's participation in Title I, Part A programs, explains the Title I, Part A requirements, reviews the Title I and Parent and Family Engagement Plan and budget, as well as informs parents of their rights to be involved in these programs and decisions.	Sept. - Dec. 2024	Notifications - Agendas - Sign-in sheets - Handouts - Title I presentation
3	<p>Content: Provide recommendations on goals and steps needed to improve the Title I program; develop and review the LEA Title I PFEP jointly with the district staff; and assist with orienting parents, attending the Annual Parent Meeting, to the benefits of Title I schoolwide programs, District meetings, and other parent meetings.</p>	Family and Community Engagement (FACE) office and District Staff	The input and recommendations provided will be utilized to establish goals, initiatives, and activities that help support student academic achievement.	Aug. 2024 – June 2025	Flyer notifications Electronic communication Sign-in sheets Handouts Feedback forms
4	<p>Content: Provide information, meetings and training sessions (in-person or virtually), as well as offer onsite</p>	Family and Community Engagement (FACE) office and District Staff	These meetings and sessions will lead to increased parental engagement in the development and	Aug. 2024 - June 2025	Flyer notifications Electronic communication Sign-in sheets Handouts

	<p>technical support to assist school staffing effectively completing the Title I School-level PFEP.</p> <p>Activity: District Title I meetings, training sessions, and technical support assistance.</p>		<p>review of the Title I School-level PFEP.</p>		<p>Presentations Title I School-level compliance reports School Climate survey results</p>
5	<p>Content: Compile information on how Title I schools are progressing in support of parent and family engagement via instructional delivery. The information gathered will assist in the development of the LEA and School-level PFEP for the upcoming school year.</p> <p>Activity: The GCSD Title I Parent and Family Engagement Survey</p>	<p>Family and Community Engagement (FACE) office</p>	<p>The information provided will enhance the delivery of support services and strengthen the relationship between parents and the school in meaningful ways that support academic achievement.</p>	<p>Sept. 2024 – May 2025</p>	
6	<p>Content: Provide support to parents by engaging them with workshops, training, and activities to expand their knowledge and skills in ways that contribute to their child’s overall well-being and academic success.</p> <p>Activity: Family and Community Engagement (FACE) implementation of parent and student programming that focuses on student academics, as well as career development, ongoing participation in community engagement opportunities, life skills, and empowerment sessions.</p>	<p>Family and Community Engagement (FACE) office and Title 1 office</p>	<p>This will help develop and implement programs, workshops, training, and activities designed to empower parents with the skills needed to assist their children academically and socially.</p>	<p>Aug. 2024 – June 2025</p>	<p>Flyer notifications Sign-in sheets Agendas Handouts Presentations</p>

Staff Training

Describe the professional development activities the LEA will provide, with the assistance of the schools and parents, 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)].

Count	Content & Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	<p>Content: The Title I Department will meet with Title I, Part A schools to provide technical assistance, support, and monitoring for school site staff to provide an effective parent and family engagement program for the school year.</p> <p>Activity: Title I District training.</p>	District and Title I Staff	This training will enhance school site staff capacity to support student academic achievement via technical assistance and support.	August 2024 – June 2025	Agendas Sign-in sheets Handouts Presentations Follow-ups
2	<p>Content: Share information with staff assigned to provide support to Title I schools regarding the requirements of ESSA, Section 1116, as well as best practices and strategies to increase parent and family engagement.</p> <p>Activity: Title I District Training - 2024-2025 Title I Schoolwide Program & Parent Engagement vs Parent Involvement.</p>	Title I Department Director and select District Staff	These trainings will enhance staff understanding of implementation of Title I Parent and Family Engagement Program in support of student academic achievement.	August 2024 - June 2025	Agendas Sign-in sheets Handouts Presentations Follow-ups
3	<p>Content: Provide informative meetings, training, and workshops to assist schools in effectively implementing the Title I Parent and</p>	Family and Community Engagement (FACE) staff	This training will enhance school site staff understanding of the requirements of the Title I Parent and Family	August 2024 – June 2025	Agendas Sign-in sheets Handouts Presentations Follow-ups

	Family Engagement Program. Activity: Parent Liaison Training.		Engagement Program in support of student academic achievement.		
4	Content: Inform staff of their school's participation in Title I Schoolwide, Part A programs, explain the requirements of ESSA with emphasis on student academic achievement through parent and family engagement, as well as provide an overview of federal program. Activity: Title I District Training for School Staff Activity: Parent Liaison Training.	Family and Community Engagement (FACE) staff and School Administrators	This training will enhance staff understanding of the requirements of ESSA with emphasis on supporting student academic achievement through parent engagement.	September 2024	Agendas Sign-in sheets Handouts Presentations Follow-ups
5	Content: Promote adherence to local, state, and federal mandates regarding the implementation of the Title I Program. Activity: Training for Principals of schools implementing the 2024-2025 Title I Schoolwide Program	District Staff	This will enhance principals' understanding of the requirements of the Every Student Succeeds Act (ESSA) in support of student academic achievement through parent and family engagement.	August 2024 – June 2025	Agendas Sign-in sheets Handouts Presentations Follow-ups Assurance <ul style="list-style-type: none"> • School-Parent Compact

Communication and Accessibility

Describe how the LEA will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the LEA 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 1116(e)(5) and 1116(f)].

Response: The Gadsden County School District Title I PFEP will be provided to schools in English, Spanish, to offer full opportunities for the participation of all parents. The schools' Title I Annual Parent Meeting and/or parental meetings minutes and agendas will reflect discussions of the current District Title I PFEP, the Title I school level PFEP, and Title I School-Parent Compact. The District will make as many attempts as needed to inform parents of the importance of their participation via the following means of communication: school messenger, text messages, voicemails, U.S. Mail, listserv, social media, Title I Parent Newsletters, school marquee, flyers sent home via student backpack, television and/or radio announcements or other electronic correspondence to homes of parents of students participating in the Title I Schoolwide Program.

Reasonable efforts will be made to assist parents in their primary language and parents with special needs, to provide them with information regarding the rights of English as a Second language (ESOL) and children with exceptionalities. Information will be available to parents in their native language. Translators will be available to parents upon request at meetings, workshops, and conferences to ensure parents are able to participate in school activities as requested. The District and ESOL Office will work together to monitor changes or fluctuations in ESOL student populations and respond accordingly.

In the event of parents with disabilities, the school will consult with the Florida Diagnostic and Learning Resource System (FDLRS) or Gadsden County Schools Exceptional Student Education Department to make sure the parent has the support needed to fully participate. All schools will remain in compliance with the Americans Disabilities Act(ADA).

The district will ensure Title I schools receive the translation services needed as requested. The English Language Survey results will determine the number and specific needs for translations into languages other than English.

Discretionary Activities

The LEA parent/family engagement policy may include additional discretionary activities that the LEA, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school.

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the previous school year. Include the steps the LEA will take during the upcoming school year to overcome the barriers and design more effective parental involvement policies (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(2)(E)].

Count	Barriers (Including Specific Subgroup)	Steps Schools Will Take To Overcome Barriers
1	Lack of communication (English Language Learners)	Schools will work to ensure that important information is shared <u>multiple ways and on a regular basis.</u>
2	Limited opportunities for parent engagement (Deaf/Hard of Hearing; Blind; Disabled)	Schools will use a variety of platforms to communicate opportunities for parent engagement.
3	Limited activities (before and/or after school)	Schools will use various platforms to advertise activities offered.
4	Limited academic resources	Schools will provide various resources to support at-home learning.

Nondiscrimination Notification and Contact Information

"No person shall on the basis of sex (including transgender, gender nonconforming and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pruriency, disability, military status or genetic information be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving federal financial assistance, except as provided by law." No person shall deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code as a patriotic society.

An employee, student, parent or applicant alleging discrimination with respect to employment, or any educational program or activity may contact:

Tammy McGriff, Assistant Superintendent for Academic Services
Gadsden County School District
35 Martin Luther King Jr. Blvd.
Quincy, Florida 32351
Mcgriffi@gcpsmail.com
850-627-9651 ext. 1278

Gary Russ-Sills, MSW, Coordinator of Family and Community Engagement (FACE)
Gadsden County School District
35 Martin Luther King Jr. Blvd.
Quincy, Florida 32351
russga@gcpsmail.com
850-627-9651 ext. 1292

Dr. Sonya Jackson, Director of Human Resources
Gadsden County School District
35 Martin Luther King Jr. Blvd.
Quincy, Florida 32351
jacksonsonya@gcpsmail.com
850-627-9651 ext. 1565