



Parent and Family Engagement Plan 2025-2026

I, **Jessica Mead**, 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 review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. 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 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;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent;
- Jointly develop/revise with parents the school Parent and Family Engagement Plan and distribute to parents of participating children and make available to the local community;
- Involve parents, in an organized, ongoing, and timely way, in the joint development of planning, reviewing, and making improvements to the school Parent and Family Engagement Plan;
- Use the findings from the Parent and Family Engagement Plan review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent and Family Engagement Plan;
- If the plan for Title I, Part A, developed under [ESEA Section 1116], is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency;
- Provide to each parent an individualized student report about the performance of their child(ren) on the state assessments [ESEA Section 1116];
- Provide each parent 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; 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.

Signature of Principal

10/8/25

Date

Parent and Family Engagement Mission Statement (optional)

Response: Osceola Elementary School believes in involving parents in all aspects of its Title I programs so that we can help all students be successful.

Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [ESEA Section 1116].

Response: Osceola Elementary School believes in involving parents in all aspects of its Title I programs. Osceola Elementary invites all parents to join our SAC (School Advisory Council. At least 51% (non-employee) parent representation is required for a quorum to vote on agenda items. In addition, all parents were given surveys during the school year seeking their input on activities, training, and materials they needed to help their children. Then an end of year survey is given to evaluate how we met their needs. The results of parent surveys are reviewed by SAC to determine needed changes. During monthly meetings, the Osceola Schoolwide Program, SIP, and the Osceola Parent and Family Engagement Plan is presented to parents giving parents opportunities for input into the decisions regarding the implementation of the schoolwide plan, SIP, and the PFEF. At monthly SAC meetings, parents will be given opportunities to help in the decision making as to how the Parent and Family Engagement funds will be spent.

Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA 1116].

	Program	Coordination
1	Title I	Reading nights/math nights to coordinate and integrate parent involvement programs, understanding of the FAST testing, and an overview of the core curriculum.
2	Title II	Parents are encouraged to participate in district level parent training that focuses on how parents can help their children.
3	IDEA (Individuals with Disabilities Education Act (IDEA	Parents will be invited to attend training on how to work with children with special behavioral needs.
4	Head Start	Head Start Pre-kindergarten teachers will conduct at least two home visits to discuss students' academic and behavioral progress and to offer support to parents and families.
5	VPK	Parents, VPK teachers and kindergarten teachers will work together to help students transition to the regular public-school program. Activities may include coordinated meetings with parents, teachers, and kindergarten teachers to discuss the specific learning needs of students, joint parent meetings to discuss transitioning, etc.
6	Pre-K Monday Funday	Through collaboration with Title I, Head Start and VPK, every Monday night, engaging family literacy activities are planned for pre-k students and their parents. At each <i>Monday Funday</i> event, there is always an instructional component to help parents learn to teach readiness skills to their child. A school psychologist is available for consultation with parents on <i>Monday Fundays</i> . A research-based parent curriculum is provided to parents at the fourth <i>Monday Funday</i> of each month

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program, Adequate Yearly Progress, school choice, and the rights of parents.

	Activity/Tasks
1	Advertise/publicize event - posting on school Web site, publishing invitation in School Newsletter, advertising on marquee, School Messenger, and Parent Square (replacing Class Dojo).
2	Develop and disseminate invitations - flyer with date of dissemination, publication in School Newsletter, posting on School Website
3	Develop agenda, PPT, Title 1 handouts, and presentation materials that address components
4	Conduct Title 1 Annual Meeting
5	Maintain documentation of the meeting

Flexible Parent Meetings

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, child care, or home visits, as such services related to parent and family engagement [ESEA Section 1116].

Response: The leadership of Osceola Elementary has a strong belief in the importance of parental involvement and, therefore, has put measures in place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children will be offered in the evenings. We will schedule them on multiple nights/times involving different grade levels so parents of multiple school-aged children may attend all meetings. Feedback from parents states that this time works best for the families of our students. Most of our parents work during the day, and we have a good turnout during evening events. Our attendance is strong for our Curriculum Nights/Open House. We will offer before, during, and after school conferences. This accommodates our parents, who work during the day and at night. We will offer some parental involvement activities during and before the school day, such as our Holiday luncheons and parent breakfasts. In addition, we will offer parental involvement activities during the evening, such as our Night of the Arts, 3rd, 4th, & 5th Grade FAST trainings, various Parent Informational Workshops, etc. These will also be held on different days of the week. Childcare will be provided through SAC and PTO events. We will use our school messenger and Class Dojo to address these barriers for some of our school parental involvement activities. We will also make home visits as necessary.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement. 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. Include information on how the school will provide other reasonable support for parent/family engagement activities under [ESEA Section 1116]).

	Month of Event/Training	Content or Type of Activity	Description of PFE Event/ Training Description of the overall event/training, goals, specific resources needed, and anticipated number of participants	Event/Training Projected Expenses	Total Expense
1	August	Student Planners	Student Planners are one of the main means used to promote communication between home and school. They also are an integral part of student organization that goes hand in hand with AVID expectations and structures of organization that are embedded in our school's instruction. Goals: - Promote communication between home and school to strengthen the home-school connection from the start. - Keep parents informed of school activities, homework expectations/assignments - Strengthen communication between parents and teachers - Provide families a means of organizing communication Resources Needed: Planners Number of Participants: All students and their families (1500)	Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	\$1600
2	August	Pre- K and Kindergarten Signing Day Event	This celebratory school kickoff event welcomes our youngest learners and their families into the school community. Families will participate in a symbolic "signing day," committing to support their child's educational journey while receiving important information about parent and family engagement and early childhood academic expectations and classroom resources. Goals: - Foster early family engagement and school pride. - Strengthen the home-school connection from the start. - Provide families with tools and contacts to support Pre-K and Kindergarten readiness. Resources Needed: Welcome signage, student folders with readiness materials, "signing day" certificates, balloons/decor, and staff greeters. Number of Participants: 50	☐ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded
3	September	Title I Annual Meeting/ Open House/ Curriculum Night	This joint event serves as the official Title I Annual Meeting and an opportunity for families to engage with school staff, understand curriculum standards, and explore the supports available to all students under Title I. Goals: - Inform families of their rights under Title I and school accountability measures. - Provide transparency about curriculum, assessments, and teacher expectations.	☐ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded

		Strengthen communication between parents and teachers. Resources Needed: Title I presentation, family compacts, handouts by grade level, sign-in sheets, translators if needed; student work displays. Number of Participants: 500		
4	October	Book parade Parents help their child choose a book (grades K-3) or a vocabulary word (grade 3-5), and then the students create a costume and dress up as a character in the book or as the word. Parents are invited to attend the school parade. Goals: - Engage families in at-home reading activities - Connect reading and literacy to creative expression and imagination - Foster family engagement in school activities and improve school pride Resources Needed: Parent communication via classroom newsletters, School Messenger, Parent Square Number of Participants: 250	☐ Food ☐ Consumable Materials ☐ Resources ☐ Contract Services	none
5	October	Goodies with Grands Grandparents enjoy breakfast and a lesson from the ILC and a teacher to develop an understanding of the expectations and lessons the students engaged in throughout the year. Goals: - Inform family members about grade level standards - Foster continued support and participation in their student's learning - Promote school pride and build a positive school community Resources needed: breakfast items (muffins, donuts, pastries), coffee, water, juice bags, paper products, signage, parent communication via classroom newsletters, School Messenger, Parent Square Number of Participants: 300	X Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded
6	October	Trunk or Treat This celebratory activity brings the Osceola community together for an evening of fun and fellowship. This event also provides an alternative to traditional "Trick or Treating". Students and their families are encouraged to dress up. Each grade level and team sponsor a Trunk or Treat booth. Community partners (SJCSO, SJCFR, Boys & Girls Club) also sponsor a Trunk or Treat booth. We will have one booth set up for information about Title 1 and the resources it provides for families. Goals: Promote school pride and build a positive school community	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded

			- Engage families in a shared social experience with other Osceola families - Continue to educate parents about Title 1 resources and their impact on our school community Resources needed: Parent communication via classroom newsletters, School Messenger, Parent Square, prizes and candy (candy alternatives) for each booth, map of booths, volunteers, Title 1 materials Number of Participants: 1,000		
7	November	Parent and Family Engagement Month Event	Holiday luncheon. Goals: Engage families in celebration of the spirit of thankfulness and family traditions Resources Needed Decorations, food Number of Participants: 250	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	\$500
8	January	Literacy Week Event	Held during Celebrate Literacy Week, Florida!, this event promotes a love of reading through interactive literacy activities like Bingo for Books, a New Worlds Reading Program celebration, or a theme tied to Florida's culture, history, or natural wonders. Goals: - Engage families in at-home reading habits. - Introduce literacy-based programs and community resources. - Make reading fun and accessible to all learners. Resources Needed: Books for prizes, themed décor, literacy game stations, volunteer readers, activity take-home bags. Number of Participants: 200	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	New Worlds Initiative
9	January	Muffins with Moms	Moms enjoy breakfast and a lesson from the ILC and a teacher to develop an understanding of the expectations and lessons the students engaged in throughout the year. Goals: - Inform family members about grade level standards - Foster continued support and participation in their student's learning - Promote school pride and build a positive school community Resources needed: breakfast items (muffins, donuts, pastries), coffee, water, juice bags, paper products, signage, parent	X Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded

			communication via classroom newsletters, School Messenger, Parent Square		
10	February	Stats and Snacks	Number of Participants: 300 This is an opportunity for parents to learn how to read and understand PM2 data reports for their students and understand their progress toward mastering grade level standards in reading and math. Teachers and administrators provide hands-on learning and answer questions around reading and math data. Goals: • Inform family members about grade level standards • Ensure parents understand how to interpret progress monitoring data and reports • Foster continued support and participation in their student's learning Resources Needed: teacher volunteers, PowerPoint, refreshments, paper products, volunteers for childcare, parent communication via classroom newsletters, School Messenger, Parent Square Number of participants: 50	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	\$500
11	February	Sweetheart Social	This event brings the Osceola community together for an evening of fun and fellowship. It encourages parents to have a "special evening" with their students. Goals: • Promote school pride and build a positive school community • Engage families in a shared social experience with other Osceola families Resources Needed: volunteers, refreshments, paper products, decorations, photo booth. parent communication via classroom newsletters, School Messenger, Parent Square Number of Participants: 300	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	PTO funded
12	March	STEAM Night Event	STEM Night immerses families in hands-on science, technology, engineering, and math activities, encouraging collaboration and creative problem-solving. In partnership with programs like Challenge Island, families will work together on exciting STEM challenges. Goals: • Promote critical thinking and real-world problem-solving skills. • Show parents how STEM is integrated into classroom instruction. • Encourage family collaboration through fun learning experiences. Resources Needed: Challenge Island to provide activities, take home items, and facilitators. Food and Sign-In Sheets.	☒ Food ☐ Consumable Materials ☐ Resources ☒ Contract Services	\$1000

			Number of Participants: 200		
13	March	Donuts with Dudes and Book Fair	Dads enjoyed breakfast and a lesson from the ILC and a teacher to develop an understanding of the expectations and lessons the students engaged in throughout the year. The Dads then had the opportunity to visit the Book Fair with their students to purchase books/materials to promote reading skill building and literacy. Goals: • Inform family members about grade level standards • Foster continued support and participation in their student's learning • Promote school pride and build a positive school community Resources needed: breakfast items (muffins, donuts, pastries), coffee, water, juice bags, paper products, signage, parent communication via classroom newsletters, School Messenger, Parent Square Number of participants: 300	PTO funded	
14	April / May	Arts in Excellence Event	This culminating celebration showcases student talent and creativity through visual arts, music, dance, and theater. Families are invited to attend performances, explore art exhibits, and participate in interactive arts activities. Goals: • Celebrate student achievements in the fine and performing arts. • Encourage family appreciation and support for arts education. • Provide students with a platform for creative expression. Resources Needed: Student artwork, performance schedule, programs or playbills, art activity stations. Number of Participants: 500	☐ Food ☐ Consumable Materials ☒ Resources ☐ Contract Services	PTO funded
15	April	Volunteer Tea	This event is held to recognize and thank our school volunteers. Volunteers are served tea/baked goods by our staff in appreciation of their contributions to our school community. Goals: • Show appreciation to our volunteers • Increase the number of volunteers at our school Resources needed: Volunteers to serve, paper products, refreshments, signage Number of Participants: 30	☒ Food ☒ Consumable Materials ☐ Resources ☐ Contract Services	\$523
16		SAC/PTO meetings	These meetings bring school administration, teachers, and parents together to discuss and provided feedback on	☒ Food ☐ Consumable Materials	PTO funded

Monthly	educational processes at Osceola, distribute funds to promote professional development to enhance student learning, and raise funds to purchase items that benefit students. Goals: • Inform parents about educational processes at Osceola • Give voice to parent suggestions, concerns, feedback • Foster continued support and participation in student learning • Promote school pride and build a positive school community • Increase parent/guardian participation in SAC and PTO Resources needed: refreshments, handouts pertinent to meeting, volunteers for childcare, parent communication via classroom newsletters, School Messenger, Parent Square Number of Participants: 25	☐ Resources ☐ Contract Services	\$3,998
	Total		

Staff Development

Describe the **professional development activities** the school will provide to educate the teachers, specialized instructional personnel, principals, other school leaders and other staff with the assistance of parents/families, **in the value and utility of contributions of parents/families, including how to reach out to, communicate with, and work with parents/families as equal partners.** Include implementation and coordinating of parent/family programs and in details of building ties between parents/families and the school. [ESEA Section 1116]

	Activity	Building Ties Between Parents/Families and the School
1	A component of principal updates will be distributed to teachers that includes information on the value of parental involvement	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement.
2	Communicating and working with parents; Train the Trainer	District personnel will train staff to work effectively with parents.

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children [ESEA Section 1116].

Response: Osceola Elementary will strive to provide opportunities for parents to become involved at home and at school. Our Volunteer Coordinator will obtain needs assessments from teachers and then be the liaison between teachers and parent volunteers to send things home so parents can help from home. Parents will also complete a needs assessment to determine what resources are needed for them.

During parent conferences and RTI meetings, teachers and staff provide suggestions/materials for parents to assist their children.

Communication

Describe how the school will provide parents of participating children the following:

- Timely information about the Title I programs;
- 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 obtain;
- 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; and
- If the school-wide program plan is not satisfactory to the parents of participating children, how the parents will submit the parent/family comments [ESEA 1116].

Response: At the Annual Open House in September, Osceola will hold classroom meetings where information will be presented about the curriculum and academic assessments. This information will be presented by classroom teachers and by watching a presentation made by the principal. Parents will learn about the school-wide program, learn how to schedule parent-teacher conferences, and will be provided with opportunities for participation and decisions related to the education of their child. Parents will be given a copy of the parent handbook and a copy of the Parental Involvement Policy Brochure. Teachers will also provide additional information on the subjects they teach, assessment plans, and how parents can help at home. The same information will be provided in an informational packet distributed the following day to parents who could not attend. Teachers will obtain sign-in sheets. They will provide a copy to Title I, who will also maintain documentation on disseminating information distribution methods and timelines. Parents will be given the Osceola website address which gives them access to the Florida Standards and the entire Parental Involvement Policy.

Accessibility

Describe how the school will provide full opportunities for participation in parent/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/family programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Response: American Sign Language translation services will be available upon request at Osceola Elementary School. Parents may request an interpreter for conferences/meetings.

A translator may be requested to be in attendance for meetings and conferences with a translator for non-English speaking parents as feasible. Upon request, materials will be translated to ensure that parents are able to fully understand written communication. These services will be advertised in Osceola's School Newsletter. Teachers will provide flexible options for school conferences. The administration will use School Messenger and parent Square (replacing Class Dojo) to communicate via text, email, and phone calls.

Discretionary Activities (optional)

Discretionary School Level Parental Involvement Policy Components: include any activities that are not required, but will be paid for through Title I, Part A funding (for example home visits, transportation for meeting, activities related to parent/family engagement, etc.).

	Activity
1	Provide information and training sessions with parents on the SAC team to assist them in becoming effective parent leaders to enhance the involvement of other parents.
2	Make home visits when we are unable to get parents to come into the school for necessary meetings/conferences - Provide parents with necessary information regarding their child's academic performance, behavior, or attendance issues for parents to better help their child perform well academically

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

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. 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) [ESEA Section 1116].

	Barrier	Steps the School will Take to Overcome
1	Lack of Parental Participation	Sending home invitations to events, sending information through school messenger, advertising events in the school newsletter and on the website, listing events in a marquee in front of the school, and offering food to encourage more participation. As is feasible, we will continue to offer interpreters for parents who are disabled or who are limited English speaking and provide translated documents.
2	Poor attendance of some students	Incentive programs for tardy free and perfect attendance
3	Parent attendance at academic meetings	Make school a more comfortable place by tying social activities to academic conferences.

Building Capacity Summary for the Previous Year

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting.

	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Meet the Teacher Night	1	500	Teachers discuss expectations and goals for the school year.

2	Open House	1	500	Parents were informed about the specific content of the STAR and FAST and will be provided with strategies to work with their child and help their child be successful.
3	Book Character/Vocabulary Word Parade	1	300	Parents helped their child choose a book (grades K-2) or a vocabulary word (grade 3-5), and then the students created a costume and dressed as a character in the book or as the word. Parents attended the school parade.
4	Volunteer Breakfast	1	30	Volunteers were served breakfast by our staff to show appreciation for their efforts.
5	SAC/PTO Meetings	9	20	Admin, teachers, and parents worked together to raise funds for learning materials and planned and hosted activities to promote parental involvement.
6	Night of the Arts	1	400	Parents were invited to view their child's artwork which was on display around the school, and listen to their student in a musical performance.
7	Music Performances	2	250	Parents attended choral/instrumental performances. They saw their child performing in the arts as a family.
8	Muffins with Moms	1	350	Moms enjoyed breakfast and a lesson from the ILC and a teacher to develop an understanding of the expectations and lessons the students engaged in throughout the year.
9	Donuts with Dudes	1	350	Dads enjoyed breakfast and a lesson from the ILC and a teacher to develop an understanding of the expectations and lessons the students engaged in throughout the year.
10	Goodies with Grands	1	275	Grandparents enjoyed a breakfast treat with their students and then visited the Book Fair to purchase materials to promote reading skill building and literacy.
11	Awards Presentations	2	200	Each 3 rd -5 th grade class participated in an award ceremony at the end of each semester and at the end of the school year.
12	Trunk or Treat	1	800	Families joined school staff to participate in Trunk or Treat.
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16				