



Pasco County Title I School Level  
**Parent and Family Engagement Plan 2025-2026**

**Chester W Taylor Elementary School**

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed on by parents periodically to meet the changing needs of parents and the school.

**School's vision for engaging families:**

Dream, Achieve, Explore That's the Chester Way

Safe

On-Task

Always Use Kind Words

Ready to Learn

**What is Required:**

**Assurances: We will:**

- Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
  
- Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
  
- Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
  
- Involve parents in the planning, review, and improvement of the Title I program.
  
- Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents and teachers will communicate.
  
- Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
  
- Provide materials and training to help parents support their child's learning at home. Educate teachers and other school staff, including school leaders, on how to engage families effectively.
  
- Coordinate with other federal and state programs, including preschool programs.

Provide information in a format and language parents can understand and offer information in other languages as feasible.

Principal: 

Date: 4/22/25

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**EVERY TITLE I SCHOOL IN PASCO COUNTY WILL:**

- 1. Involve parents in the planning, review, and improvement of their Comprehensive Needs Assessment and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement and Title I Schoolwide plans with an adequate representation of parents.**

<b>Describe the method in which parents were involved</b>	The SAC committee reviewed the previous parent survey, made revisions, and voted for approval. Parent surveys were sent via mystudent and the school newsletter in the 2024-2025 school year. Results of the parent survey were reviewed by the SAC committee. All stakeholders were invited to attend the SAC committee meeting via email, phone call and signage. At this meeting the data was used to assess parent activities, training, and materials. Based on this analysis, members of the SAC committee and the stakeholders that attended had input on allocations of Title I funds to improve the school. The SAC committee will continue to be an integral piece of the Parent and Family Engagement Plan in the 2025-2026 school year.
<b>Date of meeting to gather parent input for Comprehensive Needs Assessment</b>	February 26, 2025 March 26, 2025
<b>Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan</b>	February 26, 2025 March 26, 2025

*\*Evidence of the input gathered and how it was/will be used should be uploaded to Title I Crate.*

- 2. Develop a school-home compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents & teachers will communicate.**

<b>How were parents invited to develop or revise the compact?</b>	Stakeholders were invited to the meeting via email, phone call and signage. At the meeting, the compact was reviewed, the parent friendly parent involvement plan was also reviewed and additional activities that could be added for the following year were discussed as well. At the March 22nd meeting, title one funding was discussed and input was given. At the April 19th meeting all parent involvement information was finalized and parents had an opportunity to review the final title one plan.
<b>Date of parent meeting to develop or revise the compact</b>	February 26, 2025 March 26, 2025 Dates are not the same as above because the meetings were spread out to get input, revise and then bring back for final vote/input. The final meeting on March 26, 2025, was the final approval as well as reviewing of the final budget.

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<b>What communication methods will be used between teachers &amp; parents as well as school &amp; parents?</b>	It is required that all teachers have a face-to-face conference or at least make several documented attempts to have a face-to-face conference by the end of quarter one. The school social worker will assist with any parent that is hard to get a hold of for teachers. Teachers decide on the days and times and have parents sign up through them.
<b>Elementary schools are required to hold at least one face to face conference with parents where the compact is discussed. Explain your process?</b>	It is required that all teachers have a face-to-face conference or at least make several documented attempts to have a face-to-face conference by the end of quarter one. The school social worker will assist with any parent that is hard to get a hold of for teachers. Teachers decide on the days and times and have parents sign up through them.

*\*A parent signed copy of the compact should be uploaded to Title I Crate as evidence of implementation.*

*\*Evidence of the input should be uploaded to Title I Crate.*

**3. Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.**

<b>What information is provided at the meeting? How are parents notified of the meeting?</b>	Parents will receive information regarding Title I programs, curriculum, and academic assessments. Parents will also receive information regarding opportunities for involvement, decision-making for their child and home-school communication procedures. Parents are notified via letters sent home in students Wednesday folder and dates and time of the meeting are posted on the school’s website, Facebook page and parent newsletter that is sent via email.
<b>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</b>	August 7, 2025
<b>How do parents who are not able to attend receive information from the meeting?</b>	The Title I Communication brochure will be sent out in the students’ Wednesday folders for those that did not attend. The power point will also be linked in the newsletter that will be sent out via email.
<b>How are parents informed of their rights?</b>	District provided pamphlets informing parents of their rights are handed out at the Title I Parent Open House. In addition, parent rights are explicitly stated during the Title I Parent Meeting. There is also a letter sent home to all parents informing them of their rights. For parents not in attendance, district pamphlets are sent home in students’ Wednesday folders.

**4. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents in more fully participating in the education of their children and/or to help support learning at home.**

Title III-ESOL	Students in Transition Teacher, School Social Worker
Title IX-Homeless	School Social Worker is on campus 5 days a week

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<b>Preschool Programs</b>	Headstart, VPK Inclusion, PreK VE
<b>IDEA/ ESE</b>	Support Facilitators, Speech Pathologists, Behavior Interventionist, ESE IAs in PreK
<b>Migrant</b>	School Social Worker
<b>Other</b>	

**5. Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.**

<b>Allocation</b>	\$3,000
<b>Explain how these funds will be used this school year</b>	Funds will be used for all of our parent involvement activities as well as paper for flyers and compacts
<b>How are parents involved in deciding this?</b>	Parent surveys are used to gather parent input. The SAC committee as well as the leadership team will make decisions on how to use the funds.
<b>How did you document parent input?</b>	Through parent surveys and SAC committee minutes.

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6. Provide assistance, training, workshops, events, and/or meetings for parents to help them understand the education system, curriculum, standards, state assessments and achievement levels.
- Best practice is to hold parent events that teach caregivers a new tip, tool, or strategy, that parents can use at home with their child to help reinforce what they are learning in the classroom.
  - Think of Family Engagement as a strategy to reach the goal of student achievement
  - Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy-to-read format.

<b><u>Building Capacity of Families</u></b>								
SIP goals	Title/Description of Strategy	How will this impact student achievement?	When will this occur?	When applicable, indicate the services you will provide to families.				How will this support learning at home?
				Transportation	Light Refreshments	Childcare	Translation	
By the conclusion of the 2025-2026 school year, 80% of CWTES instructional staff will demonstrate evidence that they are planning, delivering, assessing, and monitoring standards-based	Parent Teacher Conferences	When parents understand how their children are doing in school, they can better support them at home. These meetings are integral to a partnership between home and school. When there is a strong relationship, student achievement improves.	Three times a year (beginning, middle, and prior to testing)				X	Parents will be knowledgeable about their students' progress in relation to grade level standards throughout the year.

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instruction matched to the rigor of the standards and core actions.	FAST Info. Night	Parents will be invited in the learn more about their child's end of year results as well as their beginning of the year results and how to use them to support them at home as well. We will also show parents what they can use at home to enhance their learning here at school.			X			It is important that parents understand how to read the reports they get from the school regarding their child's progress. When they are involved in understanding the reports, they can help their child more easily.
By the conclusion of the 2025-2026 school year there will be an increase in the overall attendance by 10% using targeted interventions for truant students.	Curriculum Night	Trick or Treat for Curriculum- this night gives parents an opportunity to participate in a variety of math and science-based activities. They will take home goodies to support learning at home as well. When parents understand how to use some of the manipulatives and science activities we use in school, it will increase student achievement.	October 2025				X	Students and parents can participate in curriculum building activities while also having fun. Parents will be able to take items home to support learning at home.
By the conclusion of the 2025-2026 school year establish and consistently enforce clear school-wide behavior expectations and a tiered support system to reduce behavioral incidents by 20% within the next academic year.	Citizen of the Month	Students are recognized for their academic and behavioral achievements.	Monthly starting in August		X		X	This is special for both the students and the families.

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<p><b>Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.</b></p>	<p>Parent invitations are sent home in student’s Wednesday folders. Information regarding events is posted on the school's webpage, school connects are made for event reminders. Additionally, classroom teachers send reminders via the class communication process. Parents with students on a progress monitoring plan receive an email monthly documenting their progress. All the information is also shared at the Annual Title One Meeting in August.</p>
<p><b>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</b></p>	<p>Workshops and events will be evaluated through parents and staff surveys will be used to assess the needs of parents for upcoming events. We also track attendance of events to see what is attended the most.</p>
<p><b>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</b></p>	<p>Every effort will be made to have a staff member who can translate for parents. Some of the resources are available in the family’s native language.</p>
<p><b>What are the barriers for parents to attend workshops/events and how do you overcome these?</b></p>	<p>Barriers include parents being unaware of workshop and events, even though we plan, and communication is sent out well in advance with reminders. Another barrier is the time the workshop or activity is conducted. To overcome these barriers, we will increase our family communication by utilizing school connects phone calls and e-mail, in addition to the students’ Wednesday folders, and school website. To overcome time barriers, we will conduct activities at various times, before school, during school, and after school.</p>
<p><b>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</b></p>	<p>Events are scheduled throughout the year, before, during and after school.</p>
<p><b>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</b></p>	<p>For all events, multiple volunteers are present to assist disabled parents.</p>

*\*These events should be included on the Data Collection Sheet for School Events.*

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**7. Utilize strategies to ensure meaningful communication.**

<b>Describe the methods that will be used to ensure meaningful, ongoing communication between home and school</b>	myStudent, social media, phone calls, Wednesday folder communications, and parent conferences. We also started emailing our parents a newsletter this past year which seems to have been a good thing. We also use myStudent to connect with our families.
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**8. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent engagement in increasing student achievement. Explain your plan for this school year.**

<u>Topic/Title</u>	<u>How does this help staff build school/parent relationships?</u>	<u>Format for Implementation: workshop, book study, presenter, etc.</u>	<u>Who is the audience?</u>	<u>Tentative Date/Time</u>
Parent Conferences	Staff receive professional development on best practices in parent conferences, including initial contact, avoiding educational speak, and making personal connections with the parents. The goal is to make parents feel welcome at the school, provide support for their students' learning, and develop a communication line for the school year. *New teachers will get on-going support with parent conferences as needed.	Presentation	Teachers	August 2025
Understanding Poverty in our School	All staff will be involved in a professional development based on research in poverty to better understand poverty and how to support the student as well as the family.	Professional Development	All Staff	Ongoing

**9. Provide an easily accessible resource area where parents and families can get information about the school facility, school policies, contacts, academic assistance, community resources and other materials.**

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<u>Location of Resource Center/Area</u>	<u>Person responsible for monitoring and updating Resource Center/Area</u>	<u>List a sampling of materials made available in the Resource Center/Area</u>
Front Office	Front Office Secretary	SAC pamphlet, Title I pamphlet, nutritional information, health care information, School Improvement Plan, Head start/Early Head start pamphlet, Section 504 pamphlet, before/after school care applications, CWTES Family Involvement pamphlet. We also have clothes, personal hygiene needs, socks and shoes to give to students.

10. Provide a summary of your Title I Schoolwide Plan in the box below.

[CWTES 25-26 Template TI Narrative Plan.docx](#)

Principal: 

Date: 4/22/25

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**Drafts of PFEP's are due in Title I Crate by April 24<sup>th</sup>, 2025.**

*\*Copies should be placed on the school website as well as in the Title I Family and Community Binder in the front office for parent and community access. Information regarding where the plan may be accessed should be communicated to parents and the community.*

*\*A "Family Friendly" version of this plan should be distributed to families and uploaded to Title I Crate.*