



2024-25

Parent and Family Engagement Plan

Spanish Copy Linked [HERE](#)

Joyce Bullock Elementary

LEA: Levy County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

Assurances

The above named school agrees to the following assurances:

Involve parents of children in Title I, Part A in decisions about how Title I Part A funds are spent;	Use the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the schools' parent and family engagement plan;
Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;	Provide each family with timely notice information regarding their to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
Jointly develop/revise plan with parents and make available to the local community;	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:
Involve parents and families in planning, reviewing,	Provide each family with an individualized student report

and improving schoolwide program plan;

about the performance of their child(ren) on the State assessments (ESEA Section 1116)

Mission Statement

Our mission at Joyce Bullock Elementary School is to provide a safe and empowering environment and prepare all students for college, career, and community readiness, through rigorous instruction and collaboration with all school partners.

Involvement of Families

List and describe how the school will involve stakeholders (families, community members, school staff) in an organized, ongoing, and timely manner, in the planning, implementation, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used and the creation of School Improvement Plans (SIP) and Comprehensive Needs Assessments (CNA).

Joyce Bullock Elementary will ensure the organized, ongoing, and timely manner of involving parents through the following methods:

- Annual Title I Parent Meeting- prior to school year (August 8, 2024)
- The SAC meets six times a year on the 3rd Tuesday of each month (minus September on 9/3/24), with review of the Title I programs. Reminders are sent via Remind messages, and Facebook posts. The first meeting is advertised as the opportunity to provide input on how Title funds will be spent and creation of the SIP and CNA. Each meeting has an organized agenda and minutes are taken and approved by SAC at the following meeting.
- Semester Family Nights

Joyce Bullock Elementary parents and families are involved in the planning, review and improvement of Title I programs, including involvement in the decision making of how funds for Title I will be used. They do this by:

Attending

- The members of the SAC are lead teachers, voluntary community members, and parents from a diverse range of ethnic and socioeconomic backgrounds. We strive to have more than 50% of our SAC members be non-employee representatives. Parents from each class are invited to commit to joining the SAC committee at the Title I Parent Meeting through a sign-up sheet.

Reviewing

Items that will be reviewed are provided in advance so that parents can review and give thorough feedback as needed prior to SAC meetings. This also gives parents the opportunity to provide feedback if they are unable to attend.

Coordination and Integration with Other Federal Programs

How will the school coordinate and integrate parent and family engagement programs and activities?

Program	Coordination
Title I, Part C	Migrant Education - in consultation with Alachua County Migrant Department and parents of migrant children it is determined that the unique needs of migratory students have been met.
Title II, Part A	Provide professional development to teachers and provide information to parents should a teacher be out of field.
Title III	Supports ESOL teachers to support English Language Learners (ELLs) in the classroom setting as needed. Teachers participate in ESOL professional development.
Title IX	McKinney Vento Program provides support to our homeless students. Our homeless students receive support for housing, curriculum and tutoring.
IDEA (Part B Preschool and K-12)	Our Pre K Teachers, Pre K Coordinator and administrators work together to coordinate a parent orientation and student transition program for students entering the regular public school program. IDEA funds support for all students with disabilities (SWD) through the use of supplemental curriculum and manipulatives and provide professional development for school personnel that provide services to SWD.

Annual Title I Parent Meeting

Describe the specific steps the school will take to conduct the annual meeting in order to inform parents and families of participating children about the school's Title I Program and ensuring the following information explained to parents in an understandable language:

- ✓ A description and explanation of the curriculum in use at the school.
- ✓ The forms of academic assessment used to measure student progress.
- ✓ The proficiency levels students are expected to make.

Joyce Bullock Elementary will host an annual Title I Parent meeting to inform parents and families of children participating in Title I programs at the beginning of the school year.

Parents and families were notified of the meeting by:

Remind message
Facebook post

A description of the school-wide Title I Program is shared with parents at our Title I Annual Meeting by:

Administration and teachers

Google Slides Presentation

Link shared via Facebook and Remind for those unable to attend

Below are the specific steps that Joyce Bullock Elementary will take to conduct the Annual Title I Parent Meeting.

Activity/ Task	Person Responsible	Evidence
Invitation sent home to parents (English & Spanish)	Hillary Cribbs, Principal	Invitations uploaded to crate folder
Presentation materials developed	Hillary Cribbs, Principal	Presentation/ materials uploaded to crate folder
Presentation materials submitted to Title I coordinator for review	Hillary Cribbs, Principal	Presentation/ materials time stamped when uploaded to crate folder

Conduct Title I meeting	Hillary Cribbs, Principal Stacey DeCamp, Assistant Principal	Rosters uploaded to crate folder
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Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meeting in the morning or evening?

Meetings will be offered at alternate times of the day, as well as virtually when necessary, in order to accommodate parent's schedules.

Building Capacity

Staff: A description of the professional development activities the school will provide to **educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff** in the value and utility of contribution of parents, and in how to reach out to, communicate with and work with parents as equal partners, and build ties between parents and the school.

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
AVID APLM Building Partnerships for Student Success: Through Family Involvement	Hillary Cribbs, principal Stacey DeCamp, assistant principal	September 10, 2024 or October 1, 2024	roster/content material uploaded to PFEP crate folder
AVID APLM AVID Family Involvement	Hillary Cribbs, principal Stacey DeCamp, assistant principal	January 14, 2025 or February 4, 2025	roster/content material uploaded to PFEP crate folder

Parents: Describe materials and training provided to **parents** to help them work with their children, such as literacy training and using technology.

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
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Open House/Family Night	Hillary Cribbs, principal Stacey DeCamp, assistant principal	August 29, 2024	roster/content material uploaded to PFEP crate folder
College and Career Night, including AVID Improving Communication Parent Workshop	Hillary Cribbs, principal Stacey DeCamp, assistant principal Kelsey List, AVID Site Coordinator	November 13, 2024	roster/content material uploaded to PFEP crate folder
Spring Family Night and Pre K and K Round Up Event	Hillary Cribbs, principal Stacey DeCamp, assistant principal	April 2025	roster/content material uploaded to PFEP crate folder

Other Activities: 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).

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
Title I Resource Lab	Open to all school staff	ongoing	Resource lab sign-in roster

Communication: How, if requested by parents, does the school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)? How will the school ensure that the PFEP, SIP, CNA and other documents are shared with community stakeholders?

PFEP Brochure
Title I Parent Meeting Presentation
Monthly SAC meetings
Documents shared via Skyward messenger, Remind, school calendar, and Facebook

Accessibility: Describe how the 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.

The school will provide pertinent information through Remind messages, facebook site, newsletters, as well as the staff and student calendar. Documents and information will be provided in other languages as needed.

Barriers: Describe identified barriers that hindered the participation by parents during the previous school year and the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disable, have limited English proficiency, and parents/families of migratory children).

Barriers (Including specific subgroup)	Step(s) to overcome barrier
Parent participation in SAC Meetings	SIP coordinator will send email for REMIND reminders to parents that signed up at Parent Title I meeting, phone call reminders to Spanish-speaking SAC parents, childcare provided by WMHS volunteers or other volunteers (Starting at the second meeting).
Diverse parent participation in school events and activities	Schedule events for parent involvement on/off campus that are low key, focus on building relationships with students and families, teachers and staff.

Adoption: The Parent and Family Engagement Plan have been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by SAC meeting minutes.

Signature of Principal	Signature of SAC Chair
	
Date signed: 9/3/24	Date signed: 9/3/24