

12.61

District School Number

3 1214

School Name

Tiger Academy

TS
DEC 2017

Parent and Family Engagement Plan Budget Template 2017-2018

PFEF Amount: Date

\$3,323.00

Submitted:

9/26/2017



The P-Card can only be used for Fund 48773 (Parent and Family Engagement Fund) for both nonfood and food/food-related items.

Please enter the items being purchased and amounts into the white boxes only.

The plan and budget are initially due September 29, 2017.

The second window for the plan and budget amendments is November 1 to November 30, 2017.

The final window for plan and budget amendments is January 8 to January 31, 2018.

The final date for encumbering is March 30, 2018.

Number of Workshops or Family Activities:

Elementary (2 every 9 weeks = Total 8); Secondary (1 every 9 weeks = Total 4)

This area (Childcare and Translators) works hand in hand with 6100/310 and 6100/390.

6100/160 &
6100/200
Salary &
Benefits

Childcare (Specify name and date of events) Hourly rate = \$8.10; a PCF must be entered (NN75MA job code)			
Translators/Translations (Specify name and date of events) Hourly Rate = \$10.00, a PCF must be entered (NN67 job code)			
Benefits must be included in the amounts for Multiple Assignments at a rate of 16.3%			
	Name of Event	Date of Event	Amount
1			\$0.00
2			\$0.00
3			\$0.00
4			\$0.00
5			\$0.00
6			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total Cost for 6100/160 & 200			\$0.00

6100/310

Vendors classified as professionals, i.e. well-known speakers, authors, etc. Please confer with Policy and Compliance at 390-2111 if a contract is needed			
	Name of Event	Date of Event	Amount
1			\$0.00
2			\$0.00
3			\$0.00
4			\$0.00
5			\$0.00
			\$0.00
			\$0.00
Total Cost for 6100/310			\$0.00

6100/360

Software licenses for family's usage within current grant period July 1, 2017 to June 30, 2018.			
	Name of Event	Date of Event	Amount

1			\$0.00
2			
3			\$0.00
			\$0.00
Total Cost for 6100/360			\$0.00

6100/370	Postage for Family Mail outs (Specify name and date of events)			
		Name of Event	Date of Event	Amount
	1			\$0.00
	2			
	3			\$0.00
	4			
	5			\$0.00
				\$0.00
Total Cost for 6100/370			\$0.00	

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6100/390	Transportation for family (Specify name and date of events)			
		Name of Event	Date of Event	Amount
	1			\$0.00
	2			
	3			\$0.00
			\$0.00	
Sub Total			\$0.00	

6100/390	Guest Speakers for Family Events (No contract needed), i.e. volunteer speaker, events such as Literacy Night, Promotion, etc.			
		Name of Event	Date of Event	Amount
	1	Parenting Workshop with Amillah Williamson	8/28/2017	\$250.00
	2			\$0.00
	3	- contract process		\$0.00
			\$0.00	
Sub Total			\$250.00	

6100/390	Printing for Family Workshops (not using District Print Shop) i.e. Office Depot, Staples, etc. - Title I must review and approve all printing prior to being submitted to vendor			
		Name of Event	Date of Event	Amount
	1			\$0.00
	2			
3			\$0.00	

4		\$0.00
		\$0.00
Sub Total		\$0.00
Total Cost for 6100/390 (Non-food)		\$250.00

6100/510	Supplies for Family Workshops (provide detail list below / storeroom order form; All supply purchases & storeroom orders must be approved by Title I prior to the purchase being made or order being placed)	
	Examples: Storeroom orders for family workshop(s) or supplies; copy paper; printer ink; pens; pencils; etc.	
	Item	Amount
1	Color Paper, copy paper, construction paper	\$200.00
2	pens, pencils, markers	\$100.00
3	printer ink	\$150.00
4		\$0.00
Sub Total		\$450.00

6100/510	Printing for Family Workshops (using District Print Shop) - Title I must review and approve all printing prior to being submitted to Print Shop	
	Examples: Printing – i.e. family notices, flyers, handouts, etc.	
	Item	Amount
1		\$0.00
2		\$0.00
3		\$0.00
4		\$0.00
Sub Total		\$0.00

6100/510	Family Engagement Materials to include:		
	Examples: Educational Materials for family to borrow (Specify vendor and items); board games, read-a-long books, parenting resources, books, etc.		
	Item	Vendor	Amount
1	Parenting Books	Amillah Williamson-Author	\$200.00
2	Board Games/Electronic Games	Amazon/Walmart	\$250.00
3	Books/E-Books	Amazon/Walmart	\$500.00
4	Math Manipulatives/Homework Helpers	Amazon/Walmart	\$500.00
Sub Total			\$1,450.00
Total Cost for 6100/510 (Non-Food)			\$1,900.00

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This section applies to Title 1 schools (current and new)

6100/640	Family Engagement Equipment /Furniture (for family resource room only)
	Computer for Family Engagement Center/Family Resource Room (If entering PR, check bid list.)

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	Item	Vendor	Amount
1			\$0.00

Printer/Fax/Scanner for Family Resource Room (if entering PR, check bid list.)

	Item	Vendor	Amount
1	HP Laser Jet Pro Printer		\$400.00

Furniture - chair, desk, bookshelf for Family Resource Room

	Item	Vendor	Amount
1	Bulletin Board		\$173.00
2			\$0.00
3			\$0.00

Sub Total

Total cost for 6100/640

\$173.00

\$573.00

The PCARD can be used for light refreshments and catering as described below

FOOD & FOOD-RELATED ITEMS

- * According to FLDOE, it is suggested that meetings do not occur during mealtimes and that light refreshments be provided. If meals other than light refreshments are served, a justification must accompany the PFEP.
- * Cost for food must be economically reasonable.
- * Events and funds can be listed in one or both areas below based on the type of food being purchased for the event.
- * DCPS is tax exempt - Always contact vendor before making PCARD purchases.
- * Gratuity is not allowed using Title I funds.
- * No more than \$800 of the PFEP allocation can be used for food/food related items. * Items cannot be purchased for children.

The commitment item 510 is for the purchase of refreshments & other items from the store(s) related to family engagement activities, i.e. coffee, tea, juice, cookies, napkins, plates, spoons & forks ("off the shelf.")

6100/510

Family Engagement <i>light Refreshments</i> (Specify name and date of events):			
	Name of Event	Date of Event	Amount
1	Parenting Workshop-5 Tips for Elevating Our Parenting Game	8/28/2017	\$44.00
2	Science Fair Night	1/4/2017 8 RCB	\$80.00
3			\$0.00
4			\$0.00
Sub Total			\$124.00

Sub Total

The commitment item 390 is used when a vendor is providing services, i.e. a pizza delivery place, a sandwich shop ("an order is placed.")

6100/390

Family Engagement <i>catering services</i> (Specify name and date of events):			
	Name of Event	Date of Event	Amount
1	Literacy Family Night	10/5/2017	\$160.00
2	STEM Night	11/2/2017	\$160.00
3	FSA Night	2/1/2017 8 RCB	\$156.00
4			\$0.00
5			\$0.00
6			\$0.00
7			\$0.00

		\$0.00
Sub Total		\$476.00
Total Cost for Food (6100/510 AND 6100/390)		\$600.00

[Handwritten signature]

Grand Total Family Engagement Allocation \$3,323.00
Difference between PFEP Amount and Grand Total (must equal zero) \$0.00

For any questions related to this PFEP budget, please feel free to contact Title I at 390-2123.