



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2020-2021

CWTES

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:

What is Required:

Assurances: We will:

- X 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.

- X 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.

- X 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.

- X Involve parents in the planning, review, and improvement of the Title I program.

- X 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.

- X Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.

- X 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.

- X Coordinate with other federal and state programs, including preschool programs.

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

Principal: _____

Date: _____

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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 plan with an adequate representation of parents.**

Describe the method in which parents were involved	Parent survey sent through district. SAC reviewed data and used it to plan parent activities, trainings, materials. SAC looked at Title 1 results and had inputs on allocations and Title 1 funding to improve the school.
Date of meeting to gather parent input for Comprehensive Needs Assessment	4/13/21
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	4/13/21

**Evidence of the input gathered and how it was/will be used should be available at the school site.*

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.**

How were parents invited to develop or revise the compact?	All parents invited to meeting to revise the compact.
Date of parent meeting to develop or revise the compact	4/13/21
What communication methods will be used between teachers & parents as well as school & parents?	SchoolConnects, social media, phone calls, Wednesday folder communications
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	Each grade level chooses two dates within the first quarter of school for face-to-face parent teacher conferences. Dates are communicated to parents through Wednesday folders, posted on the school website, and during Title 1 Parent Open House.

**A parent signed copy of the compact should be submitted to the Title I office as evidence of implementation.*

**Evidence of the input gathered and how it was/will be used should be available at the school site.*

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

What information is provided at the meeting? How are parents notified of the meeting?	Parents will receive information regarding Title 1 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.
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	No open house this year due to COVID
How do parents who are not able to attend receive information from the meeting?	The Title 1 Communication brochure will be sent out in the students Wednesday folder.
How are parents informed of their rights?	District provide pamphlets informing parents of their rights. These 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	
Title IV-Homeless	
Preschool Programs	Headstart
IDEA/ ESE	Instructional support facilitators and instructional speech teachers
Migrant/Homeless	Students in Transition (SIT) program
Other	

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

Minimum allocation	\$4,090
Explain how these funds will be used this school year	These funds will be used for all of the parent activities throughout the school year.
How are parents involved in deciding this?	Parent Surveys are used to gather parent input. The SAC committee will make decisions on how to use the funds.
How will you document parent input?	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.
- 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.

Building Capacity of Parents		How will this impact Student Achievement?	Tentative Date/Time <small>Are they flexible?</small>	Check all that apply.				How will this support learning at home?
Title/Topic of Event				Transportation	Meal Refreshments	Childcare	Translation	
Curriculum Areas	FSA Night	Support learning at home	Zoom					Understand the FSA expectations
Achievement Levels, Expectations and Assessments	None, due to COVID							
Progress Monitoring	Parent Conference							
Other Activities	None, due to COVID							
Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.		Parent invitations are sent home in students Wednesday folders. Information regarding events are posted on the schools webpage, schoolConnect's are made for event reminders. Additionally, classroom teachers send reminders via the class communication process.						
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?		Workshop and events will be evaluated through parent and staff feedback surveys. These surveys will be used to access the needs of parents for upcoming events.						
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.		Every effort will be made to have a staff member who can translate for parents. Some of the resources are available						
What are the barriers for parents to attend workshops/events and how do you overcome these?		Barriers include parents being unaware of workshop and events. Another barrier is the time the workshop or activity is conducted. To overcome these barriers, we will increase our family communication by utilizing schoolConnects phone calls and e-mail, in addition to the student Wednesday folders, and school website. To overcome these barriers, we will conduct activities at various times, before school, during school, and after school.						
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)		Events are scheduled throughout the year, before, during and after school.						
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?		For all events, multiple volunteers are present to assist disabled parents.						

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

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7. Utilize strategies to ensure meaningful Communication

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school	SchoolConnects, social media, phone calls, Wednesday folder communications
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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 received 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 student’s learning, and develop a communication line for the school year.	Presentation	Staff	Monday, August 17, 2020 10:00 am – 11:30 am
SCEL	The goal of this year long professional development is to provide knowledge on the social emotional needs of our students regarding academics and communication. This information will aide all staff in interactions with both our families and students.	Presentation and workshop	All staff	Monthly

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.

<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 1 pamphlet, nutritional information, health care information, School Improvement Plan, Headstart/Early

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		Headstart pamphlet, After care applications, CWTES Family Involvement pamphlet
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10. Evaluation of the 2020-2021 Plan:

X Data Collection Sheet for School Events submitted to Title I. Date of submission: August 2020

X Compliance items submitted to the Title I office. Date of notice of completion: August 2020

N/A – not a Title I school in 2020-2021

Principal: _____

Date: _____

Drafts of PFEP's are due to the Title I office by June 1, 2018.

**Copies should be placed on the school website as well as 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 submitted to the Title I office.*