

## 2020-2021 School Parental & Family Involvement Policy (PFEP)

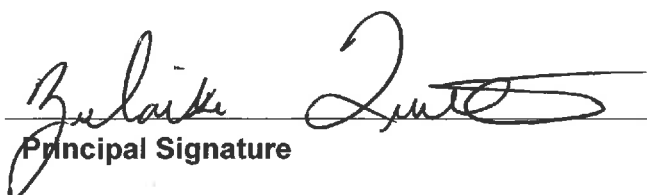
School: Immokalee Community School

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section 1116]. Please complete this form and upload in the ADNTITLE1SCHOOLS share drive.

### Assurances

Please check all the boxes

- ☒ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent?
- ☒ 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
- ☒ Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community
- ☒ Involve parents and families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan
- ☒ Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy
- ☒ Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- ☒ Provide each family with 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
- ☒ Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section 1116]

  
Principal Signature

  
Date Signed

### 1. Involvement of Parents

Describe how your school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of **Title I programs, including involvement in decision making of how funds for Title I will be used?**

Parents will be involved with the sac meetings, goal setting conferences, and parenting workshops to help gather input about school-related issues. Our SAC representative will represent ICS at all RCMA Board meetings and share any new information with parents at the monthly SAC meetings.

### 2. Coordination and Integration with Other Federal Programs

Describe how your school will **coordinate and integrate** parent and family engagement programs and activities **with Other Federal Programs?**

ICS coordinates with the FSGP Parent Institute program to provide parents with the necessary tools and resources to help their children succeed in the classroom and beyond.

Describe how your school will coordinate with other programs to integrate parent and family activities that teach parents how to help their children at home?

[ESEA Section 1116]

Every quarter parents will meet with the teachers for goal setting conferences regarding their students. Teachers will provide assessment information along with academic progress/needs. They will also share activities that can be done at home to help their child meet their academic goals. Parent level nights will include workshops that focus on test-taking strategies and how to support at home to prepare for the exams and other subjects such as reading, math & science.

### 3. Annual Parent Meeting

Describe the **specific steps your school will take to conduct an annual meeting** designed to inform parents and families of participating children about the school's Title I program

Parents will be informed via flyers and mass text messages in English and Spanish regarding our annual Title I meeting. We will develop an agenda addressing the Title I components to be discussed. Before the meeting occurs, the agenda and the parent involvement brochure and booklet will be sent home with students.

Provide a description of the nature of the Title I Program that will be shared with parents and families (schoolwide or targeted assistance).

Parents will be provided with information about the programs and staff that are funded with the Title I funds. The parent teacher student compacts will be reviewed and sent home for parents to sign.

Provide a description of how the meeting will cover the rights of parents at the annual meeting?

The CCPS district parent involvement policy brochure will be distributed to the parents. Further clarification will be provided by Principal.

### 4. Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

Alternative times will be used to conduct parent meetings and conferences. Mornings and evening times will be offered to give all parents the opportunity to attend at their convenience.

How will your school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement?

During the monthly SAC meetings, information about Title I, new academic programs, or events that promote student achievement is shared with parents, and input is requested. Before implementing COVID safety measures, childcare and a light dinner were provided at all in-person parent workshops and SAC meetings. Besides parent-teacher conferences, teachers were also required to make at least one home visit for every student to help make connections

with parents about school-related issues. During the visit, curriculum, expectations, and program details are shared. Once restrictions are lifted, and it is safe to do so, these services will resume.

## 5. Building Capacity

Please describe all activities that will address the following questions;

- How the school will implement activities that will build the capacity for meaningful parent/family involvement?
- How will the school implement activities that will build relationships with the community to improve student achievement?
- How the school will provide materials and trainings to assist parents/families to work with their child(ren)?
- How the school will provide other reasonable support for parent/family engagement activities?

Content and Type of Activity	Timeline
Virtual Goal Setting Conferences	Quarterly
Virtual Parent Workshops on Various Topics	Monthly
Hispanic Heritage Month Celebration: In-person/Virtual	October
National School Literacy Week	March
National School Choice Week	January
Reading, Math & Science Workshops provided by Parent Institute	2020-2021 School Year
Health Fair	November
Turkeys Take Flight	November
Display brochures and flyers for various resources in the main lobby	2020-2021 School Year
COVID-19 Town Hall with Health Care Professionals	October
Principal Facilitated Online Parent Support	September

## 6. Staff Training

Describe the professional development activities the school will provide to educate the **teachers, specialized instructional support personnel, principals, other school leaders and other staff** with the assistance of parents/families on:

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

Staff will receive parent involvement training to help support communication with parents, these training will primarily focus on best practices for virtual communication.

## 7. Other Activities

Describe 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)?

Parents are reminded how important their involvement is in the classroom and with school functions. Parents are also informed of the many ways they can volunteer or be involved at ICS.

## 8. Communication

Describe how will your school provide timely information about the Title I programs?

Parents are provided with information regarding Title I components and school wide changes during the SAC meetings. Flyers or letters are also sent home with any important changes.

How will your school describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Information regarding curriculum, assessments & outcomes will be shared during parent teacher conferences, SAC meetings, and parent workshops.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Parents have the opportunity to participate in parent-teacher conferences, MTSS discussions, ELL and IEP meetings, and can request an appointment as needed with teachers or administration to discuss any concerns regarding their child.

How will your school submit parents/families comments if the schoolwide plan is not satisfactory to them?

This information will be noted in the SAC meeting minutes with any input, suggestions and/or changes that were made to the plan based on the parent's feedback.

## 9. Accessibility

Describe how your school offers parent/family engagement activities **for all** parents/families? *(Including parents with limited English proficiency, disabilities, and migratory children).*

To ensure all parents have the opportunity to participate in parent involvement events all information will be provided by a bilingual staff member and translated material will be provided.

Describe how your school will shared 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?**

All information is translated verbally and in a written manner via a handout or power point presentation. Due to the education background of the majority of the parents we use a lot of visuals within the power points presented.

## 10. Discretionary Activities

Describe if the school provides Any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

Not applicable

## 11. Barriers

Describe the barriers that hindered participation by parents during the previous school year. 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)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Many of our parents are limited English speakers with minimal education and resources. They need additional help in understanding the education system in the	Ensure all information provided during school activities & workshops is translated. Provide

U.S. They need to feel that they are an important part of their child's education.	examples and visuals as needed to help parents comprehend information given.
Parents may have difficulties attending events because of work schedules.	Events are scheduled at various times to accommodate different schedules, mornings and evenings.

## 12. Upload Evidence of Input from Parents on the development of the PFEP

Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY21 Parent Involvement Policy (PFEP)** prior to approval. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

## 13. Upload FY21 Parent-School Compact

Upload an electronic version of the FY21 Parent-School Compact. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

## 14. Upload Evidence of Parent Involvement in Development of Parent-School Compact

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY21 Parent –School Compact** prior to approval. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

## Evaluation of the previous year's Parent and Family Engagement Plan

Review your **FY20** School Parent and Family Engagement Policy (PFEP) and complete the sections below.

### 1. Building Capacity Summary

Provide a summary of activities provided during the **2019-2020** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting, Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale.
Annual Title I Meeting	1	142	Provided parents with information regarding use of title I funds, title 1 staff & expectations along with parent involvement, parent workshops, school academic performance & opportunity to meet new teachers
Goal Setting Conferences	2	422	Parents are able to work with teachers to help their scholars make academic gains and understand the expectations for each

			grade level. Unable to hold 3 because of COVID.
<b>Parent Workshops on Various Topics</b>	<b>7</b>	<b>381</b>	ICS will offer a range of topics throughout the school year by partnering with surrounding agencies to inform and educate parents on important issues, such as stress management, yoga classes, health fair and mental health services. SAC meetings are held to inform parents of school changes and give an opportunity for parents to offer feedback etc.
<b>Hispanic Heritage Month Celebration</b>	<b>1</b>	<b>20</b>	Students learn about the Hispanic country their grade level selected such as geography, art, music and food. Parents participation is encouraged with the project based learning that takes place during this month. This helps the parent & student connect to learn and inquire more about their own roots and country of origin. Student presentations are available at the end of the month to showcase the information learned.
<b>Annual Tamalada</b>	<b>1</b>	<b>50</b>	This annual event is a way to build stronger positive connections with the school and families. It also allows parents to showcase their important traditions to students and staff.

Reading, math & science workshops provided by Parent Institute	0	0	Unable to happen due to COVID-19.
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## 2. Staff Training Summary

Provide a summary of the professional development activities provided by the school during the **2019-2020** school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school.

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale
Creating family friendly schools trainings to help staff build strong relationships with parents to increase student success.	2	30	Our school has been successful with this approach due to the following: <input type="checkbox"/> Grade level Meetings <input type="checkbox"/> Data Meetings with grade levels <input type="checkbox"/> Professional Developments throughout the school year Collaborations with Teachers to evaluate growth and/or concerns about a student(s).

## 3. Review your FY20 School Parent and Family Engagement Policy (PFEP) Barriers Section.

To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement (PFE) funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School took to Overcome	Implementation (Full, Partial, Not Yet)
Many of our parents are limited English speakers with minimal education and resources. They need additional help in understanding the education system in the U.S. They need to feel that they are an important part of their child's education.	ICS offers translation & visual power points during workshops, and the administration team supports as needed with IEP, teacher conferences etc. regarding a student's need. FULL.	Full