



2018-2019 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 Section1116]. Please complete this form and uploaded 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 Section1116]

6/5/2018

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.

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 and integrate parent and family activities that **teach** parents how to help their child(ren) 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. Also will 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.

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 fliers and mass text messages in both in English and Spanish regarding our annual Title I meeting. We will develop an agenda addressing the Title I components to be discussed. Families will sign in and receive an agenda along with the parent involvement brochure and booklet.

Provide a description of the nature of the Title I Program that will be shared with parents and families (school wide 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 and the Immokalee Community School brochure will be distributed to the parents.

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.

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. Childcare is provided at all parent workshops and SAC meetings. Aside from parent teacher conferences, teachers are 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.

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
goal setting conferences	Every grading period
Parent workshops on varies topics	monthly
Hispanic heritage month celebration	October 2018
Holiday Tamalada	December 2018
Reading Math & science workshops provided by Parent Institute	11/2018, 1/2019, 04/2019

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

Creating family friendly schools trainings to help staff build strong relationships with parents to increase student success.

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)?

Share with parents importance of their involvement and our open door policy to help establish a relationship with the school. Parents are 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 many information regarding Title I components and school wide changes during the SAC meetings.

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, home visits, and parent level nights.

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, home visits, and can request an appointment as needed with teachers or administration.

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 input.

9. Accessibility

Describe how your school 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 and translated material will be provided.

Describe how your 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.

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.)

n/a

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 U.S. They need to feel that they are an important part of their child's education.	Ensure all information provided during school activities & workshops are translated. Provide examples as needed to help parents comprehend information given.

12. Upload Evidence of Input from Parents on the development of the PIP

Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY18 Parent Involvement Policy(PIP)** prior to approval. Please upload document in your school PI Policy folder (#1) in the ADNTITLE1SCHOOLS drive. [Link](#)

13. Upload Parent-School Compact

Upload an electronic version of the FY18 Parent-School Compact. Please upload document in your school Compact folder (#3) 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 **FY18 Parent –School Compact** prior to approval. Please upload document in your school Compact folder (#3) in the ADNTITLE1SCHOOLS drive. [Link](#)