



The Title I Manager for Parent Involvement will conduct parent trainings in our school/ community. Flyers will be sent inviting parents to participate and announcements will be made to students as well as SAC members.

2019-2020 School Parental & Family Involvement Policy (PFEP)

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]

Olivia Baldwin

Principal Signature

6/24/19

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 are involved in school activities through many venues. We created a Newsletter that is sent quarterly and will continue to send for this year. Parents are notified of activities through auto dialers, social media, and school marquee. The Title plan was reviewed and approved by SAC which is made up of over 50% parents. A link to our Title I plan is available on our school website along with our School Improvement Plan.

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**?

Parents are afforded the opportunity throughout the year to learn strategies that will assist them in helping their child be successful in and out of the classroom, Events such as Financial Aid Nights, Social Emotional Learning and Migrant information nights are geared to provide parents engagements opportunities.

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]

The Title I Manager for Parent Involvement will conduct parent trainings in our school/ community. Flyers will be sent inviting parents to participate and announcements will be made to students as well as SAC members.

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

Social media will continue to methodology used to inform parents in prior years so it will be used during the 2019-2020 school year. In addition flyers will be distributed via student backpack during the first week of school, a phone dialer message will be sent in the home languages of students, an announcement will be placed on the school marquee.

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

The Annual Title One Meeting will be held on August 19, 2019. Flyers notifying parents of the location and time will be sent home in three languages (English, Spanish and Creole). 2.

Parent Involvement brochures will be distributed to each parent at the meeting. 3. The Title One Program guidelines, purpose, and expectations will be discussed. 4. Parents will be given an opportunity to ask questions.

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

The principal provides specific information regarding adequate yearly progress, school choice as well as the rights of parents during the annual meeting and ongoing as needed.

4. Flexible Parent Meetings

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

Parent meetings are usually scheduled at 5:30pm and beyond due to the majority of our parents are employed and are unable to attend meetings during the school day or earlier.

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

When necessary an administrator, and or guidance counselor may make home visits if parents are unable to come to the school. In addition, Migrant Resource and the Home School Liaison will conduct home visits on an as needed basis. Also, these staff members will provide transportation in order that they may attend parent conferences.

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
Parents will be informed of teachers not meeting Highly Qualified Teacher qualifications and of the right to request information about the teachers and paraprofessional qualifications. Flyers will be sent home via student backpack	September 2019 & February 2020
Parent trainings will be offered based upon parental needs	Ongoing
Orientation is used to familiarize freshmen and new students to Immokalee High School.	August 2019
Provide parents with important information specific to their student i.e attendance/ discipline, FSA scores, teaching strategies, through parent/ teacher conferences, student led conferences, etc	First week of school then ongoing thereafter.
Senior graduation requirements	September 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

We will continue to offer Professional Development for faculty and staff. This professional development will also be a requirement for all new teachers to Immokalee High School.

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)?

Other activities will be schedules throughout the 2019-2020 schools years to encourage parent participation in the education of their child. Some of these include, but are not limited to additional activities based on community needs.

- **Migrant Banquet**
- **NAF Night**
- **Senior Parent Night**
- **Advanced Academic Night**
- **Open House**
- **Open Campus**
- **Multiple FAFSA Events**
- **SEL Information Night**
- **8th Grade Orientation Night**
- **Financial Aid Night**
- **College Night**

8. Communication

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

Parent workshops will be provided throughout the 2019-2020 school year to highlight specific topics related to federal guidelines, state and local policies, various student-assessments, discipline and attendance, promotion and retention, and parent support.

During Annual Title 1 Meeting/Open House in August 2019, Principal will provide information (with translation provided in Spanish & Creole) about the Title 1 program. At this time, the "Parents Right to Know" booklet and "The First Teachers" brochure are available in the event the child did not take the information home during the first week of school.

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?

Parents have the opportunity to meet with each individual teacher for course information during Open House. Counselors, academic coaches, and the administrative staff will be conducting a series of parent meeting to discuss graduation requirements, testing obligations and course completions.

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)?

We have an open door policy at IHS and we are always willing to meet with parents to answer any and all questions they may have.

If parents request to share suggestions and participate in decision making related to the education of their child, administrative team, leadership team, and the guidance department will schedule meetings with those parents to discuss their child's needs.

If the topic items are general and related to the entire school, monthly SAC meeting calendar will be provided to parents during open house and they will be encouraged to attend.

How will your school submit parent's/families comments if the school wide plan is not satisfactory to them?

Parents can come in person, email or connect through social media. All inquiries will be collected and submitted to the SAC and the administrative team for review. Items will be added to the SAC meeting agenda as well as the minutes.

Parents can also complete on the school website an iReferral to provide not satisfactory comments directly to the superintendent.

9. Accessibility

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

Parents are provided with specific guidelines to provide their concerns to administration and leadership teams. Guidance Counselors are available to inform parents of any information regarding requirements for high school completion.

Translation headsets are available for all general meetings. Tutors and other bilingual school personnel will utilize the devices to ensure that all our parents participate. Phone messages and pertinent documents are disseminated in languages of our community: English, Spanish, and Creole.

Parents with disabilities will be able to request one on one translation of all documents and explanation of parental involvement activities/services by contacting the school and scheduling an appointment.

Parents with disabilities can participate in parent involvement events with special attention given to alternative locations (ground level), elevator accessibly, and use of communication notification such as TDD and alternative methods of delivery (webinars or videos).

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?

Translation headsets are available for all general meetings. Tutors and other bilingual school personnel will utilize the devices to ensure that all our parents can participate. Phone messages and pertinent documents are disseminated in languages of our community: English, Spanish, and Creole.

Parents with disabilities will be able to request one-on-one translation of all documents and explanations of parental involvement activities/services by contacting the school and scheduling an appointment.

Parents with disabilities can participate in parent involvement events with special attention given to alternative locations (ground level) elevator accessibility, and use of communication notification such as TDD and alternative methods of delivery (webinars or videos).

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.)

Parental involvement and participation in their children's education is maximized by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school. Funds are set aside to cover cost related to transportation.

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
Home Language other than English	We will continue to provide Spanish & Creole translators at all our parent events. Any time a parent attends a conference, Spanish or Creole speaking translator services will be offered. All-important printed materials will be provided in English, Spanish, Creole
Economically Needy	94% of the students at Immokalee High School are on free and/or reduced lunch. We have a number of programs throughout the school and community to assist these families. The Migrant Center is always a resource for parents who are unable to afford home technology, internet service and any other needs.
Limited English Proficiency	Families identified as limited English Proficient. Small-group parent trainings will be conducted to assist parents to understand federal, state and local policies and procedures.
Limited Transportation for Migrant Families	Provide transportation as needed

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 **FY20 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 FY20 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 **FY20 Parent –School Compact** prior to approval. Please upload document in your school Compact folder (#3) in the ADNTITLE1SCHOOLS drive. [Link](#)

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

Review your FY19 School Parent and Family Engagement Policy (PFEP) and complete the sections below.

1. Building Capacity Summary

Provide a summary of activities provided during the **2018-2019** 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 build parent and family capacity to improve student achievement? If not completed, provide rationale.
Parents informed of teachers not meeting Highly Qualified Teacher qualifications and of the right to request information about the teachers and paraprofessional qualifications. Flyers will be sent home via student backpack	Twice per school year (Oct. and Feb.)	120 sds (4 teachers in OCT.) 30sds (1 teacher in Feb)	Provided information to parents about their child's teachers status. Motivated teachers identified as not HQT in areas to pursue and complete requirements in ELL and or Reading.
Parent workshops offered: Financial Aid FAFSA application / Title 1 Program Meeting/ NAF Academy Night/ College Night / 8 th Grade Parent Night / Curriculum Night / Senior Parent Night/SAC	16	5-100	Parents gained valuable information on how to help their child obtain financial aid, how school uses funding to school improvement.
Orientation is used to familiarize freshmen and new students to Immokalee High School. Open Campus and Open House	2	50-100	Parent and students given opportunity to familiarize themselves with school campus and activities.
Provide parents with important information specific to their student i.e attendance/ discipline, assessment scores, through parent/teacher conferences.	341 meetings	1-2 parents per meeting	Provided parents opportunity to ensure child is progressing and support available to areas of struggle.
Senior graduation requirements meeting with Principal for all at risk students and parents.	90	1-2 parents per meeting	Provided parents opportunity to be aware of child's status in graduation requirements

2. Staff Training Summary

Provide a summary of the professional development activities provided by the school during the **2018-2019** 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	Anticipated Impact on Student Achievement
PD- How to hold positive parent conferences	1	15	New teachers used strategies learned at CCPSEDU on working with parents to build a team mentally.

3. Review your FY19 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 will Take to Overcome	Implementation (Full, Partial, Not Yet)	How will Title I PFE funds be used to address the persistent barrier(s)?
Home Language Other Than English	Provided documentation based on home language preferences to households identified as requiring Spanish or Creole translation	Full	Title I PFE funds allows school to continue to provide translated materials to all our families.
Economically Needy	Parents provided help with filing free/reduced lunch applications, with resource (food, clothing, community outreach programs) by staff.	Full	Title I PFE funds allows school to continue to provide needed assistance and resources to families in need.

Limited English Proficiency	Translators available during parent evening events to ensure understanding of Title 1 programs, application to financial aid (FAFSA), FSA/ EOC state assessments	Full	Title I PFE funds allows school to continue to provide staff for translation assistance and resources to families in need of support.
Limited Transportation for Migrant Families	Ensured resource staff available to provide transportation for parents to attend school related events and meetings.	Full	Title I PFE funds allows school to continue to provide staff to transport families in need of transportation.