



Parent and Family Engagement Plan 2020-2021 Lake Gibson Middle

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 upon by parents periodically to meet the changing needs of parents and the school.

School's vision for engaging families:

A collaborative team impacting the Lake Gibson community that supports a meaningful and purposeful, empowering all of Lake Gibson community members to develop relationships through open communication and community involvement.

What is Required:

Assurances: We will:

- ☒ 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.
- ☒ 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.
- ☒ 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.
- ☒ Involve parents in the planning, review, and improvement of the Title I program.
- ☒ 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.
- ☒ Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- ☒ 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.
- ☒ Coordinate with other federal and state programs, including preschool programs.
- ☒ Provide information in a format and language parents can understand, and offer information in other languages as feasible.
- ☒ Include the School and District Parent and Family Engagement Plans on our school website and in the Parent Engagement Notebook in the front office.

Principal Signature: _____

Date: _____

6/16/20



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EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of parents.

	Date of meeting to gather parent input.	How were parents invited to give input?	Describe the method in which parents were involved.	What evidence do you have to document parent/family participation?
School Improvement Plan (SIP)	5/5/20	Parent survey and School Messenger	Parent survey and School Messenger	Parent Survey & School Messenger
Parent and Family Engagement Plan (PFEP)	6/9/20	Survey Monkey given by teachers via online learning	292 families filled out survey	Results of survey
School-Home Compact	5/5/20	Parent survey and School Messenger	Survey Monkey, input at SAC meeting	SAC minutes, survey monkey results
Title I Budget	5/5/20	Parent survey and School Messenger	Parent survey and School Messenger	Parent Survey & School Messenger
Parent & Family Engagement Allocation	5/5/20	Survey Monkey given by teachers via online learning	292 families filled out survey	Results of survey

**Elementary schools are required to hold at least one face to face conference in which the compact is discussed with parents. A conference agenda and parent signed copy of the compact should be submitted to Title I Crate as evidence.*

** Evidence of the input gathered and how it was/will be used should be available on Title I Crate.*

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

Tentative date & time(s) of meeting	September 2020, 8:00am & 5:30pm
How are parents notified of the meeting?	Remind 101, School Messenger, Online platform
What information is provided at the meeting?	The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation and agenda that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved and Upcoming Parent Engagement Events. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, and information on the school's curriculum.
How are parents informed of their rights?	Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the "Parents Right To Know" letter on their school website and in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.
What barriers will you address to encourage parents/families to attend?	Have the meeting online through a teaming platform for those unable to attend.
How will you get feedback from parents about the meeting?	Use Survey Monkey for results
How do parents who are not able to attend receive information from the meeting?	A recording of the meeting that can be seen on an online platform.



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3. 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 IV-Homeless	N/A
Migrant	N/A
Preschool Programs	N/A
Title III-ESOL	Partnership with County ESOL department and our ESOL teachers in which we provide family events to assist with understanding County website, LGMS website, parent portal, and resources that will benefit our families. We are working closely to accommodate their needs.
SAC	Sign-up sheet during orientation in August. SAC supports Family Engagement activities.
PTO/PTA	Sign-up sheet during orientation in August. Support for family events and programs.
Community Agencies/Business Partners	Our community partners supports LGMS through outreach using facilities, donating incentives to students and faculty, and mentoring students.

4. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school.	LGMS communicates all electronically through social media, website, Remind 101, and School Messenger. This year LGMS will be using Teaming platforms to hold meetings and events for families that will not be able to attend on-site.
Describe how you notify each family in a timely manner when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.
Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	This information is given out during our outreach events, Title 1 Annual meeting, Open House, and back to school packets. This year we will be using an online platform.
Describe how your school provides information to parents in their native language. What languages do you provide?	All information is provided in Spanish and Haitian Creole, if necessary.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	LGMS will be providing events through online platforms for those who are unable to attend at school or we will accommodate as necessary.
Describe the opportunities parents have to participate in their child's education.	LGMS On the Road and outreach events in the community. Family nights and online platforms.

5. 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>
Multiple Pathways to the Student Brain	When teachers have a better understanding of how complex the student brain is, they will begin to have a more compassionate attitude toward their students and this will translate into a better relationship with our families.	Book Study	Teachers	Beginning in August going through the school year



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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 and Families							
Topic	Title	How will this impact Student Achievement?	Tentative Date/Time Are they flexible?	Transportation	Refreshments	Childcare	Translation
Curriculum Areas	Content Area Family Nights	Families and students will be given the tools to be successful in the various content areas.	Mondays monthly throughout the year	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
State Assessments & Achievement Levels	Annual Title 1 meeting, LGMS On the Road, community gatherings	When families and students understand where their achievement level is and what they need to do to increase this will empower them to succeed.	Throughout the year	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Technology, Parent Portal	LGMS On the Road, Title 1 Annual parent meeting, open house, orientation	Teach the families on how to use online platforms, parent portal and LGMS website	Throughout the year	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Transition (Kdg, MS, HS)	Mission Transition incoming 6th graders	Families will be prepared and equipped with knowledge of LGMS and expectations	April 2021	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
College & Career				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Graduation Requirements & Scholarships	Being prepared for future education	Students will be able to better plan their road map for academic success	November 2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Conferences				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How will workshops/events be evaluated?	The use of Survey Monkey online and QR Codes
How will the needs of parents be assessed to plan future events?	Analyze the survey results to meet the needs of our families
What are the barriers for parents to attend workshops/events and how do you overcome these?	Transportation, time, and days of the week. Plan according to family needs.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Record our meetings or air them live on various streaming platforms.
How do parents who are not able to attend building capacity events receive information from the meetings?	Through an online platform to download documents, School Messenger, and Remind 101

**These events should be included on the Evaluation of Parent Engagement Activities to Build Capacity.*