



Parent and Family Engagement Plan 2020-2021

REAL Academy

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:

The Title I Parent Involvement Program on our four campuses strives to foster positive relationships between our students, their families, our faculty and staff, and the surrounding community. Together, we all work together to play an integral role in the success of our students.

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: _____

A handwritten signature in black ink, appearing to read "M. DeLeon", written over a horizontal line.

Date: _____

6/25/2020

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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)			Once meeting guidelines are received for the upcoming year, parents will be invited to review and give input on the SIP.	
Parent and Family Engagement Plan (PFEP)	Ongoing 2020-21	copies sent home, newsletter requests, website survey	editing, revising, approving the PFEP	marked up copies with signatures
School-Home Compact	Ongoing 2020-21	copies sent home, newsletter requests, email requests, website	editing, revising, approving the Compact	marked up copies with signatures
Title I Budget	Annual Meeting August 2020, Parent Workshop February 2021	Post card mailout, newsletter, website, and backpack letters	A powerpoint presentation was provided and parents completed an evaluation at the end	Evaluations
Parent & Family Engagement Allocation	Annual Meeting August 2020, Parent Workshop February 2021	PostCards, newsletter, website	Powerpoint presentation and evaluations	Evaluations

**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
How are parents notified of the meeting?	Mailouts, newsletter, website, posters hung
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?	Translation of materials given out will be provided in English, Spanish and HC as well as we will provide a translator at the meeting. Light refreshments will be provided after the meeting. Parents are welcome to bring their child (ren) to the meeting so childcare is not needed.
How will you get feedback from parents about the meeting?	Every parent who attends the meeting will be asked to complete a short evaluation of the meeting. The evaluation is their ticket out the door and asks if there is any additional information about Title I, the curriculum, or testing that they would like to learn more
How do parents who are not able to attend receive information from the meeting?	For parents who are not able to attend this meeting, a PowerPoint along with the information will be available on our school website.

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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	Hearth Program, School Counselors (attends various Training on dealing with issues), School Psychologist, Social Worker (available as needed), and School staff all work together to provide any needed services and transportation.
Migrant	Outside programs, including district-sponsored events will be included as resources available to the parents. Information provided in various languages, as well as a bilingual staff member at each site.
Preschool Programs	N/A
Title III-ESOL	Using the District support staffs in the ESOL department, and a part time ESOL Para, needs will be met for our ELL students.
SAC	N/A
PTO/PTA	N/A
Community Agencies/Business Partners	School counselors will work together with various community outreach programs to provide various needs for students, as well as sponsorship for parent nights. Toys for Tots, Food for the Homeless, Donations from local businesses, etc.

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.	PFEP, Compact, School Messenger, Fliers, REAL Academy website Title I page, newsletters, parent workshops, progress reports, report cards, etc.
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.	Annual Parent Meeting, Website, Newsletter, Parent Conferences, Parent Workshops, Progress Monitoring, Extended Learning, Test Prep, Data Day, PIN
Describe how your school provides information to parents in their native language. What languages do you provide?	Some documents are translated into Spanish or H/C as needed. Translators are available at all school events and workshops. Various staff members speak fluent Spanish for those parents who are unable to speak English, while other language translation will be offered in writing or through the use of Google Translate.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	All REAL Academy sites have wheelchair access, microphones are used for hearing, a sign language interpreter can be provided, and translators.
Describe the opportunities parents have to participate in their child's education.	Parents can volunteer as needed, as well as mentor students. Parents are invited to attend various events through email, newsletter, website, and mail outs.

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>
Book Study	Research based strategies for building family and community relationships.	The AP will lead a discussion with staff on various aspects and points of the book, and book study reflections.	Teachers and Staff	Ongoing
Conferencing Tools	Best practices of staff members and communication with the parents	Staff Newsletter, PLC's, and Various hands on activities	Teachers and Staff	Ongoing

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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	How will this support learning at home?
Curriculum Areas	Student Academic Plan	Provide information on parents of the classes and subjects needed to be completed by the students.	September 2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parent Edgenuity Accounts
State Assessments & Achievement Levels	Parent Testing Workshop	Parent awareness of test scores and reviews	February 2021	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parents encouraging attendance and attitude toward testing
Technology, Parent Portal	Edgenuity Parent Accounts	Parents will be informed of their child(ren) progress at any given time.	Ongoing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parents can help keep their child on the appropriate lessons and completing the expected percentage each day
Transition (Kdg, MS, HS)	Parent Conferences	Students will move one-two grade levels as courses get completed to move to the next level and beyond	Ongoing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
College & Career	Junior/Senior Campus Visits	Help the secondary high school students form a plan for success after graduation.	Ongoing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Students will be excited about sharing their future options, which will provide parental support
Graduation Requirements & Scholarships	N/A			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Conferences	Family Conferences	Student awareness of curriculum, attendance, transitions, as well as behavior with the assistance with the family.	Ongoing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parent awareness of curriculum, school policies and procedures, transitions, and expectations for the students

How will workshops/events be evaluated?	Parent surveys, District parent survey, Evaluations at previous workshops, Parent meetings to review compact/old PIP/PFEP
How will the needs of parents be assessed to plan future events?	Parent surveys, District parent survey, Evaluations at previous workshops, Parent meetings to review compact/old PIP/PFEP
What are the barriers for parents to attend workshops/events and how do you overcome these?	Transportation is provided free, through the city bus, for all our students who are enrolled in the COLT Program. Translation is provided in the native language of the parents. Flexible scheduling of conferences, meetings, and events for are parents is provided.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	REAL Academy will schedule meetings, scattered throughout the school day and offer periodical evening times to better accommodate parents, and guardians. Teachers will hold conferences during planning periods, or after school hours. Website is available for the school calendar and events to update parents of all school-wide and district activities, especially targeting those parents who are unable to attend meetings due to transportation issues.
How do parents who are not able to attend building capacity events receive information from the meetings?	For parents who are not able to attend this meeting, a PowerPoint, along with the hand out information and agenda, will be available on our school website. Website is available for the school calendar and events to update parents of all school-wide and district activities.

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