

Lake Wales Charter Schools Parent and Family Engagement Plan – 2020–2021

Lake Wales Charter Schools (LWCS) has 7 Title I schools, with approximately 4,800 students being served through the Title I program. Our school district is unique as it is considered a school district within a school district. We offer flexible meeting times and locations to eliminate location and transportation barriers. A large percent of our students and families are served through Migrant and ELL programs to eliminate language barriers.

Parent and school climate surveys are conducted to measure parent and family participation. The LEA also offers parent meetings, PTO, and SAC meetings to evaluate parent participation. The LEA and schools outline in their Parent and Family Engagement Plans activities, and how and what documentation will be kept; parent attendance, parent notifications/invitations, flyers and agendas, and opportunities to provide input through surveys and evaluations. This documentation provides both the LEA and schools feedback from parents to help plan activities that will meet their needs, as well as, help identify and address barriers for poor attendance or participation.

Research shows that students receive the following benefits from a collaborative partnership with the school, the family and the community: higher grades and test scores, better attendance and homework completion, fewer placements in special education, more positive attitudes and behavior, higher graduation rates and greater enrollment in post-secondary education. The gain for families includes: improved understanding of their child's development, improved ability to parent, improved ability to assist their children with school and learning, and improved relationships among all stakeholders.

Mission Statement

One learning community of great schools where all students flourish.

Engagement of Parents

-Each school uses their Parent and Family Engagement allocation to support parent and family engagement activities as outlined in their Parent and Family Engagement Plan. The LEA reviews and monitors how school Parent and Family Engagement funds are used in correlation to their school plan. The school Parent and Family Engagement funds may be used for some of the following; staff, costs associated with academic parent workshops; postage, presenters or registration for staff professional development related to working more effectively with parents; and materials needed for a parent resource center at their schools site.

-The LEA requires schools to implement a minimum of two activities/workshops for building capacity with the parents and be outlined in the Parent and Family Engagement Plan and related to the goals in their SIP. Activities should be geared towards a core academic subject, transition/graduation and college and career readiness and meet the goal of improving student achievement. These two activities must be in addition to the Title I Annual Parent Meeting.

Expenses for some of these activities may include materials, postage, consultants, child care, transportation, translation costs, and stipends for teachers, and refreshments.

- School funds may pay staff and/or parents to attend a workshop or training on bridging the home-school connection and/or ways to improve parents and schools working together. This may include any reasonable fees, registration, materials, and/or stipends that are allowable for involved staff. To help schools address barriers it is allowable for schools to pay responsible expenses for translators, childcare and transportation for parent events. If a school would like to have a parent resource room on their campus; school Title I funds may be used to support the purchases of materials, resources and equipment needed for

parent and family engagement.

Technical Assistance

-The LEA's goal is to educate, equip, and partner with our students and their support systems by offering a variety of relevant and effective programs, activities, and resources that will help make a positive impact on the individual and the community. By building strong parent/family-learning communities we will increase student achievement in our schools. The LEA generates a goal through disaggregating data and feedback from District events, survey data, and parent input provided from the schools.

-The LEA will provide technical assistance for completing the PFEP. Written guidance was distributed to all Title I schools in the spring of 2020 with steps for completing the PFEP. In May of 2020 the LEA will offer flexible meeting times to schools, which will offer more in-depth technical assistance to complete the PFEP. During these meetings schools will have the opportunity to have their PFEP reviewed by their peers and district Title I staff. After schools submit the PFEP to the district, Title I Director will review using a district created checklist to determine all criteria has been met. The coordinators will provide feedback and schools will revise and submit the final draft of the PFEP.

-The LEA monitors documentation of all Parent and Family Engagement related activities to ensure fidelity in several ways; school support; staff development and meetings; and onsite visits.

-In May, the LEA collects from each school, the Annual Evaluation of School based capacity building activities with staff and for parents. The LEA requires schools to host a minimum of two activities/workshops with parents. These academic activities/workshops that are outlined in the school plan and inform parents about transition/graduation, college and or career readiness, and information on required state assessments and the curriculum. The two required activities are in addition to the Title I Annual Parent meeting. The evaluation documents the type of activity, how the school addressed barriers such as childcare, transportation, translation, etc., how the parents are notified, and the number in attendance, and feedback from evaluations of

each activity. The LEA requires monitors school documentation through; parent notifications and invitations, sign in sheets, agendas, and surveys and/or evaluations to get parent input.

-The Parent Climate Survey is given in the Spring to allow parents and families to request support to better help meet the needs of students in meaningful ways that will improve academic achievement. The District shares the Parent Climate

Survey results with all Title I school the next school year.

Coordination and Integration

The LEA will coordinate and integrate parent and family engagement strategies from Title I, Part A with other federal programs (Title I Part A, Title I Part C, Title II, Title III, and Title IV, Part A) [Sections 1116 (a)(2)(D) and 1116(e)(4)] as follows:

Title II – Allows school liaisons to participate in professional development to bridge the gap between home and school promoting academic success in students' academic performance.

Migrant (Title I, Part C) – Migrant Parent Advisory Council Meetings (MPAC) to allow migrant parents and families the opportunity to visit schools and take part in the various activities. Also, Migrant Assistants and school liaisons promoted activities and workshops at the Parent Involvement Resource Room at Janie Howard Wilson Elementary. This resource room is available for all parents and families within the LEA

Title III - Provides classes for parents to attend to language acquisition.

Annual Evaluation

The LEA Parent and Family Engagement Plan and each schools PFEP outline all parent and family engagement activities and events planned for that school year. The LEA and schools both evaluate the effectiveness of their activities through data collection which includes; attendance and sign in sheets, and activity evaluations. In addition, the District evaluates activities based on parent input from parent surveys, and evaluations and questionnaires completed by parents.

The LEA monitors schools parental and family engagement and the effectiveness through site visits, data collection and documentation. The LEA evaluates school activities, as outlined in their PFEP, through an annual evaluation of the activities. The evaluation, completed at the end of the year, includes data documentation of; attendance and sign in sheets, evaluations, District parent surveys, SAC and or PTA/PTO meetings, suggestion boxes; school website; and other school events and parent meetings. The information that is collected through this evaluation is what is used in the evaluation section of the PFEP.

The LEA also assures that parents are part of the planning process for writing and/or revising the school Compact and PFEP by having schools document how the offer opportunities for parent input specifically for these items and to provide evidence of that input. This is also the information that is uploaded with the PFEP template.

The LEA monitors the compliance of the Title I Annual Parent meetings by having schools complete an “Annual Meeting Report” within the first six weeks of school. The report documents that schools have held their Title I Annual Parent Meeting and provides details on the process for notifying parents; the dates/times of meetings, attendance, and services provided to overcome barriers as outlined in their school PFEP. The LEA requires schools to provide opportunities and specific information to parents on how they can be involved in their child’s education through their school website, Parent/Family Informational Notebook, and as part of their PFEP. The LEA provides specific information that schools must make available to parents via their school website and in the notebook that is kept in the school’s front office. The LEA documents that school’s websites, and “Parent and Family Engagement Notebook” are updated for the current school year.

Building Capacity

1. Parent and Family Engagement School Contact Meetings

- *Schools’ Title I Facilitators*
- *Provide training tips and information and support services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement.*
- *Fall 2020, Spring 2021*
- *Evaluations/Agenda*
- *Teacher to Parent Communication: Experimental Evidence from a Low-Cost Communication Policy (Draft, Matthew A.; Rogers, Todd – Society for Research on Educational Effectiveness, 2014) – This research study indicates that by building parent capacity through communication with teachers increase parent/child discussions and has a positive impact on student achievement.*

2. School Parent and Family Resource Room

- *Districts and Schools*
- *Provides workshops and resources for parents that are linked to the Florida Standards to help increase student achievement.*
- *Ongoing*
- *Sign In Sheets/Workshop Agendas/Calendar of Events/Inventory*
- *Ohio Department of Education. (2016). Sample Best Practices for Parent Involvement in Schools. Retrieved from <http://education.ohio.gov/Topics/Other-Resources/Family-and-Community-Engagement/Getting-Parents-Involved/Sample-Best-Practices-for-Parent-Involvement-in-Schools>. Research confirms that the involvement of parents and families in their children’s education is critical to students’ academic success.*

3. Instructional Coaches

- *District and School based Instructional Coaches*
- *Analyze student data for the purpose of planning effective Parent and Family Engagement activities in support of student achievement*
- *Ongoing*
- *Parent Sign In Sheets/Evaluations/Agendas/Surveys*
- *Mapp, K. L. 2012. "Family Engagement Capacity Building Framework (Draft)." Washington DC: U.S. Department of Education, Office of Innovation and Improvement. Downloadable PDF available at: http://www.ed.gov/blog/wp-content/uploads/2012/12/FamilyEngagement_DRAFT_Framework.pdf.*

4. Transition Nights – Kindergarten/Middle/High/College and Career

- *School Parent and Family Engagement Contact/Guidance/Administration/Student Success Coaches*
- *Parents will become aware of the college and career opportunities for their children and the financial aid procedures and making a smooth transition from one grade band to the next.*
- *Ongoing*
- *Sign In Sheets/Evaluations/Agendas/Surveys*
- *College--We Want In!*
- *Probst, Carolyn; O'Hara, Dennis P. – Journal for Leadership and Instruction, 2015 Engaging students and families early and often and using a continuum of strategies enables school leaders to close aspiration gaps, thus creating and sustaining a college-going culture for all students.*

5. Parent Climate Survey Compilation of Results

- *District and Schools*
- *Results are used to amend the SIP; Title I program and the PFEP at the school sites to better help meet the needs of parents and students in meaningful ways that will improve academic achievement.*
- *Spring*
- *Survey Results*
- *Exploring the School Climate--Student Achievement Connection: Making Sense of Why the First Precedes the Second Jones, Albert; Shindler, John – Educational Leadership and Administration: Teaching and Program Development, 2016. The purpose of this study was to explore the relationship between student academic achievement and various elements within the domain of school climate, and to examine the nature and potential causality of that relationship.*

Staff Training

1. Monthly Title I Facilitator Meetings

- *Director of Federal Programs, Title I Facilitators, Social Workers, RN*
- *Review ESSA, Title I statutes, and program guidelines of Title I, Part A*
- *Monthly 2020-21 school year*
- *SIP, PFEP, Evaluations*
- *School Leadership Interventions Under the Every Student Succeeds Act: Evidence Review. Updated and Expanded. Research Report RR-1550-1-WF Herman, Rebecca; Gates, Susan M.; Arifkhanova, Aziza; Bega, Andriy; Chavez-Herrerias, Emilio R.; Han, Eugene; Harris, Mark; Tamargo, Jennifer; Wrabel, Stephani – RAND Corporation, 2016. This report describes the opportunities for supporting school leadership under ESSA, discusses the standards of evidence under ESSA, and synthesizes the research base with respect to those standards.*

2. Weekly Leadership Meetings

- *LEA Superintendent, Department Heads, Principals Director of Federal Programs, Local Community Partners*
- *Ensures that schools are providing staff with information and professional development in all deficient areas.*
- *Ongoing*
- *Increased achievement in school grade and/or student standardized test scores*
- *School Leadership Interventions Under the Every Student Succeeds Act: Evidence Review. Updated and Expanded. Research Report RR-1550-1-WF Herman, Rebecca; Gates, Susan M.; Arifkhanova, Aziza; Bega, Andriy; Chavez-Herrerias, Emilio R.; Han, Eugene; Harris, Mark; Tamargo, Jennifer; Wrabel, Stephani – RAND Corporation, 2016. This report describes the opportunities for supporting school leadership under ESSA, discusses the standards of evidence under ESSA, and synthesizes the research base with respect to those standards.*

3. Monthly Budget Meetings

- *Chief Financial Officer, LEA Superintendent, Principals, Department Heads, Director of Federal Programs,*
- *To assist principals with planning and implementation of effective parent and family engagement and professional development activities and ensure all expenditures are linked to improving academic achievement.*
- *Spring 2020*
- *Evaluations, School's SIP plans*
- *School Leadership Interventions Under the Every Student Succeeds Act: Evidence Review. Updated and Expanded. Research Report RR-1550-1-WF Herman, Rebecca; Gates, Susan M.; Arifkhanova, Aziza; Bega, Andriy; Chavez-Herrerias, Emilio R.; Han, Eugene; Harris,*

Mark; Tamargo, Jennifer; Wrabel, Stephani – RAND Corporation, 2016. This report describes the opportunities for supporting school leadership under ESSA, discusses the standards of evidence under ESSA, and synthesizes the research base with respect to those standards.

4. School Parent and Family Engagement Meetings

- Title I Coordinators
- Provide technical assistance for parent involvement compliance documentation
- November 2020, February 2021, and April 2021
- Agenda, Sign in Sheets
- Mapp, K. L. 2012. "Family Engagement Capacity Building Framework (Draft)." Washington DC: U.S. Department of Education, Office of Innovation and Improvement. Downloadable PDF available at: http://www.ed.gov/blog/wp-content/uploads/2012/12/Family_Engagement_DRAFT_Framework.pdf

5. PFEP Guidance/Review Meetings

- Title I Facilitators, Director of Federal Programs
- Provide schools with feedback on planning effective capacity building activities for parents and staff and provide technical assistance to review their PFEP
- Ongoing
- Sign in sheets, PFEP Rubric Checklist
- Mapp, K. L. 2012. "Family Engagement Capacity Building Framework (Draft)." Washington DC: U.S. Department of Education, Office of Innovation and Improvement. Downloadable PDF available at: http://www.ed.gov/blog/wp-content/uploads/2012/12/Family_Engagement_DRAFT_Framework.pdf

Communication and Accessibility

The District Parent and Family Engagement Plan (PFEP) is summarized into a single sheet with information in a parent friendly language and is available in English and Spanish. The Home Language Survey Results are used to determine the number of translations needed for distribution to all Title I school families. This summary of the District plan will be distributed to all Title I parents by October 9, 2020. The complete District Title I Parent and Family Engagement Plan will be posted on the District website (www.lwcharterschools.com) and linked from each Title I school's website and copies will be in the Parent and Family Engagement notebook located in the school offices by November 13, 2020. The District flyer includes information for parents on the Title I law, ways parents can be involved, information on coordination with other Federal programs, parent resource room, and information about how parents can have a voice in their child's education.

1. *Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.*

- a. Refreshments, transportation, translation, and child care may be provided using school Title I funds
- b. Principals and school-based Parent and Family Engagement contact
- c. Schools distribute evaluations to parents and families to complete at the end of each event. Evidence of these evaluations are uploaded into the district's online portal and are reviewed by Director of Federal Programs
- d. Ongoing
- e. *Identifying Barriers: Creating Solutions to Improve Family Engagement Baker, Timberly L.; Wise, Jillian; Kelley, Gwendolyn; Skiba, Russell J. School Community Journal, v26 n2 p161-184 2016. This study reframes the notions of parent involvement (being present in the school building) to parent engagement (viewing multiple constructions of how parents are involved) while addressing parent solution addressing identified barriers such as flexible timing options, other children in the family (child care) and school events held in the evening (providing meals).*

2. *Maximizing parental involvement and participation in their children's education 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.*

- a. Flexible Meeting Times
- b. Principal, Parent and Family Engagement Contact and school team
- c. Schools distribute evaluations to parents and families to complete at the end of each event. Evidence of these evaluations are uploaded into the district's online portal and are reviewed by Director of Federal Programs.
- d. Ongoing
- e. *Identifying Barriers: Creating Solutions to Improve Family Engagement Baker, Timberly L.; Wise, Jillian; Kelley, Gwendolyn; Skiba, Russell J. School Community Journal, v26 n2 p161-184 2016. This study reframes the notions of parent involvement (being present in the school building) to parent engagement (viewing multiple constructions of how parents are involved) while addressing parent solution addressing identified barriers such as flexible timing options, other children in the family (child care) and school events held in the evening (providing meals).*

Evaluation of the Previous Year's Parental Involvement Plan

Building Capacity Summary

1. *Parent and Family Engagement Title I Annual Meetings*

- a. 14
- b. 4196
- c. *Our goal is to educate, equip, and partner with our students and their support systems by offering a wide variety of relevant and effective programs and resources that will make a positive impact on the individual and the community. By building strong parent-learning communities we will increase student achievement in our schools.*

2. Parent and Family Engagement Academic Nights

- a. 25
- b. 4318
- c. *Our goal is to educate, equip, and partner with our students and their support systems by offering a wide variety of relevant and effective programs to assist students with extending the academic success by strengthening parents' ability to assist students academically.*

Staff Training Summary

1. Back to School Meeting

- a. 1
- b. 12
- c. *School level Title I Facilitators are given updated information on the Title I law and what will be required for documenting compliance.*

2. Mid-Year Title I Contact Meeting

- a. 1
- b. 12
- c. *Title I Contacts were provided professional development on how to effectively plan activities to build capacity with parents.*

3. Compact and Parent and Family Engagement Work Session

- a. 1
- b. 12
- c. *Title I Contacts were provided technical assistance for writing the Compact and Parent and Family Engagement Plan with emphasis on the requirements in ESSA.*

Barriers:

Location of Parent Meetings (economically disadvantaged) - The schools hold Parent Meetings at flexible times at their school locations and within the community. The LEA encourages schools to host parent events within their community to invite the community to participate. The LEA also encourages schools to partner with feeder schools to encourage parent attendance for students with siblings at that school.

Translation (limited English proficiency) - The LEA encourages schools to provide all materials to parents in other languages and works with the ESOL staff to get materials printed for parents. Schools are encouraged to get translators for meetings.

Transportation (economically disadvantaged, disabled) - The LEA works with the school to provide transportation for parents. The LEA has partnered with the transportation department to offer transportation to school events for student and families when applicable. The LEA also encourages schools to host events in the neighbors or community to help with transportation issues.

Best Practices

- 1. Effective Communication- Each Title I School has a school website and a Parent and Family Engagement Notebook located in their front office that contains the following information: District and School PFEP and summary, school parent compact, parent right to know letter, list of highly qualified staff, data and testing information, SIP, and other relevant information for parents.*
- 2. Effective Communication- The LEA provides each school with an electronic version of the Title I Guideline book. This guideline book is provided to schools online. The LEA designed the Guideline book to be user friendly with information on the Title I Law, compliance and how to document meeting compliance.*
- 3. Building Capacity- The ESOL Department provides free workshops to parents who do not speak English. These workshops are help Tuesdays and Thursdays weekly throughout the school year.*
- 4. Effective Communication- The website contains information about our parent resource room.*