



I, Brooke Wigginton do hereby certify that all facts, figures, and representations made in this plan are true, correct, and consistent with the statement of assurances. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on the PFEP Program. All records necessary to substantiate these requirements will be available for review by appropriate District, State and Federal staff for a minimum of five (5) years. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the plan. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will be governed by the statutory definition of parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101, ESEA;
- Involve the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent [Section 1116(a)(3)(b)];
- Jointly develop/revise with parents the School-Level PFEP, distribute it to parents of participating children, and make it available to the local community [Section 1116(b)()];
- 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 PFEP and the joint development of the school-wide program plan under Section 1116(c)(3);
- Use the findings of PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP [Section 1116(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments when the school submits the plan to the Local Educational Agency (LEA) [Section 1116(b)(4)];
- Provide each family an individualized student report about the performance of their child on the State assessment [Section 1112(e)(1)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned [Section 1112(e)(1)(B)(i)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)].

Principal Signature

8/6/2020

Date



**St. Lucie Public Schools
Parent and Family Engagement Plan SY 20-21**

Parent and Family Engagement Mission Statement (optional)

Port St. Lucie High School will provide relevant parent informational sessions throughout the school year, so that parents can stay informed and have access to the necessary resources available at school and in the community to help their child to be college and career ready.

Involvement of Parents/Families

Describe how the school involves the parents/families in an organized, ongoing and timely manner, in the planning, reviewing and improvement of Title I programs including involvement in decision making of how funds for Title I will be used [ESEA Section 1116].

Parents and Families are invited to attend the School Advisory Council (SAC) monthly. During the August SAC & Title 1 Parent meetings, families will have the opportunity to assist with planning and reviewing the Title 1 Plan. Additionally, families are invited through a connected phone call along with information placed on the school website and calendar to improve and finally approve the plan.

Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities with other programs. Explain how these activities will teach parents how to help their child/children at home [ESEA Section 1116]

Due to the COVID-19 Pandemic and CDC guidelines large gatherings are prohibited. Until further notice meetings will be held virtually on TEAMS if possible

Program	Coordination
Parent Agency Night	Connect parents with agencies that offer assistance to Children with Disabilities such as: Vocational Rehabilitation Services, Healthy Kids, Sams Club. To include jobs or services, such as transportation. *Will not be conducted on TEAMS*
Dual Enrollment Night	Provide information to families on attending institutions of higher learning while in high school with access to free tuition, books and transportation. To increase student access to rigorous curriculum and enhance their knowledge.
Financial Aid Night	Connect families with financial aid representatives from universities to assist with completing FAFSA and scholarship applications to facilitate university acceptance.
Student Led Conferences	To reengage and facilitate communication with families. Allowing students to share their performance in multiple subject areas. Specifically, areas of need and opportunities for success.
Operation Graduation	Connect with the guidance department along with institutions of higher learning. Along with the Title 1 Office - Using the Graduation Coach we will target students in danger of not graduating and their parents to discuss graduation
Athletics/NCAA Parent Night	Coordinating with the FHSAA, PSLHS will develop a parent information plan on meeting the requirements for athletic scholarships.

Annual Parent Meeting

Provide a brief description of the following:

- Specific steps your school will take to conduct the Title I Annual Meeting to inform parents and families of participating children about the school's Title I program.
- The nature of the Title I program that is shared with parents (school-wide or targeted assistance).
- How the school, at the annual meeting, will inform parents of school performance data and the right of parents.

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1. Set a date
2. Advertise using school website and connect ed phone call
3. Conduct a TEAMS training / assistance to logging into the meeting.
4. Provide detailed information utilizing multimedia presentation and digital handouts about the Title 1 plan, including the budget. Student achievement data and the targeted goals to improve student achievement across the school.
5. Finally, the rights of the parents will be shared and all questions or concerns will be addressed

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Alert the SAC Committee, Parents, Community Members & Families of the Title 1 Parent Meeting on August 19 th 2020.	Myrna Belgraves Matthew Lee	August 10 th 2020	SAC along with interested Parents and Community members attendance at meeting.
2	Place meeting date on school social media outlets.	Brooke Wigginton	August 10 th , 2020	Additional parents at SAC meeting
3	Communicate through social media	Gerald Earley	August 20 th – Sept. 17 th 2020	Continued parent communication and surveys throughout the year.
4	Send School Messenger alert on 8/10 & 8/18/2020	Matthew Lee	August 10 th & August 18 th 2020	Additional parents at SAC & Title 1 Parent Meeting
5	Conduct a TEAMS Training and assist families with accessing the virtual meeting	Myrna Belgraves	August 19 th 2020	Attendance from TEAMS
6	Use power point to explain Title I, rights of parents, timelines, persons responsible & share SIP.	Myrna Belgraves	August 19 th 2020	Power Point

Flexible Parent Meetings

Describe how the school will:

- Offer a flexible number of meetings, such as meetings in the morning or evening.
- Provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement [ESEA Section 1116].

School meetings can be held in the afternoon from 1:45 – 2:30pm. Parents in need of meetings during the school day can also be accommodated with prior notice. School Advisory Council and Title 1 Meetings will be advertised through connected phone calls along with other social media outlets. Families will be welcomed to attend meetings with their children when offered after hours (when guidelines are lifted) otherwise all meetings will be held on TEAMS. If necessary, personnel are available to make home visits specifically for students with severe absenteeism and / or behavioral issues.

Building Capacity

Describe how the school will:

- Implement activities that will build the capacity for meaningful parent/family engagement.
- Implement activities that build relationships with the community to improve student achievement.
- Provide materials and trainings to assist parents/families to work with their child/children.
- Provide other reasonable support for parent/family engagement activities [ESEA Section 1116].

Activity	Materials Provided	Person Responsible	Timeline	Evidence of Effectiveness
Career & College Night (Whole School)	College & Career Readiness IRSC Programs	Guidance Team	TBA	Increased student achievement, Parent involvement and access to career resources and financial information.
Parent Agency Night	Multiple Agency Resources	Mario Aleus Kaitlyn Kloser	March 2021 *If possible*	Community Connections Opportunities / Job / Career Placement for Students
Student Led Conferences	Portfolio of student achievement	Louisa Saget Matthew Lee	TBA	Increased student achievement, Parent attendance and transition to 10 th & 11 th Grades
Open House	Access to Skyward Free Reduced Lunch Apps	Louisa Saget	Each Semester	Attendance Parent Engagement Increased Student Achievement

Annual Title 1 Meeting	School Data	Brooke Wigginton Myrna Belgraves	August 2020	Scheduled date & Agenda from meeting
SAC Membership / Meeting	Agenda Academic Expectations Parent Involvement	Myrna Belgraves	August 2020 Monthly (9)	Agenda & Minutes
Junior – Senior Credit Checks	Student Data	Dana Sheffield	Each Semester	Increased graduation
JROTC Parent Boosters	Agenda	R. Pollino G. Cannata	TBA	Increase in ROTC scholarships and awards
Band Parent Night	Agenda	Troy Wiley	As Needed	Increased parent involvement and overall increase in the number of volunteers and size of the band.
Facebook / Twitter	Post	Jerry Earley	As Needed	Increased awareness of school activities through social media
Junior / Senior Parent Night	Dual Enrolment AICE / IB At Risk	Guidance Team	TBA	Increased student achievement, Parent involvement and access to career resources and financial information.
NACAC Virtual College Fairs	Juniors & Seniors	Guidance Team	Sept. 13th Oct. 12th Oct. 18th Nov. 8th	Provide access to over 600 colleges and universities

Staff Development

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders, as well as other staff with the assistance of parents/families in:

- The value of their contributions;
- How to reach out to, communicate with, and work with parents and families as equal partners; and
- How to implement and coordinate parent/family programs and build ties between parents/families and the school [ESEA Section 1116].

Activity	Person Responsible	Area of Focus	Timeline	Evidence of Effectiveness
Social / Emotional Support	Louisa Saget School Counseling Team	Ensuring students feel connected to the school along with their health and emotional well-being of students	8/20	Well-adjusted students Panorama Survey Results
SLC / Staff Meetings	Administration	Value of Parent Contact & Resources to provide assistance	On-going	Increase parent contact through phone calls, emails, TEAMS, and the web
PBIS	Louisa Saget	Reinforcing attendance / participation and discipline	8/20 – 5/21	Increased attendance / participation and decrease in discipline referrals.

Other Activities

Describe other activities, (such as a parent resource center) the school will conduct in order to encourage and support parents/families in more meaningful engagement in the education of their child/children [ESEA Section 1116].

Communication

Describe how the school will provide to parents of participating children the following:

- Timely information about the Title I program and activities;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- If requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decision relating to the education of their child/children [ESEA Section 1116].

- Title 1 information is provided to parents through use of the Annual Title 1 parent meetings, School Advisory Council meetings, social media and connect ed calls home. The student compact is sent home with students to be signed by a parent and a teacher.
- School curriculum and assessment information is shared with parents at Open House, Title 1 Parent Meetings and during parent/teacher conferences.
- Parents are encouraged to provide input to the school through parent input forms and parent teacher conferences. Parents are also invited to attend SAC meetings which are advertised on the school website and through social media.
- Teachers will maintain sign in sheets and provide copies to the staff who will maintain documentation on the dissemination of information, distribution methods and timelines. Furthermore, if families would like to meet they can contact the school to speak with the appropriate administrator.
- Additional communication methods: Facebook, School messenger, Jag TV, YouTube Channel, Twitter, Open House, ESE Parent Agency Nights, Student Led Conferences and Operation Graduation, and postal mail.

Accessibility

Spanish and Creole speaking staff members are available to translate as needed. Emails and connect ed calls can also be easily translated to be sent home to English as a second language (ESOL) families. Voicemails can be translated, and the school is handicap accessible. Furthermore, with requests a district sign language interpreter can be made available.

Discretionary Activities (Optional)

Describe any activities that are not required, but will be paid through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

Barriers

Provide a description of the:

- Barriers that hindered participation by parents during the previous school year
- 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) [ESEA Section 1116].

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome Barrier
Social Distancing & Limited Gatherings	Promote the use of TEAMS and other web-based options so families can maintain contact with the school.
Lack of Computer Literacy	Provide support to parents who need assistance with signing into TEAMS prior to virtual meetings along with placing funds on students accounts or completing surveys or other forms online.
Lack of Internet or Computer Access	Office space in the front office, where families without internet or computer access can use to attend parent teacher conferences, IEP Meetings or other school-based needs.
Lack of parent availability, especially among low socioeconomic (SES) students	Offering multiple opportunities throughout the year at different dates and times to accommodate parents' work schedules. PSLHS also uses multiple channels of communication (web-based, social media, email, School Messenger, and postal mail).
Childcare – When permitted	Ensure a family friendly environment where children are welcomed. Once COVID-19 Restrictions are lifted
Lack of parent interest (all groups)	Improve communication and offer options for nonnative speakers using technology / interpreters.