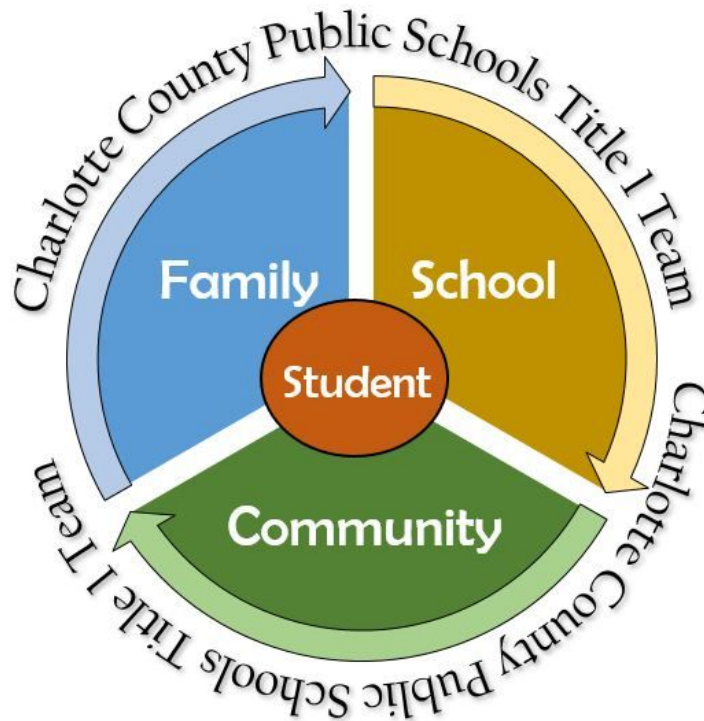


Parent & Family Engagement Plan 2017-2018

PFEP Formally know as PIP



THE ACADEMY

2017-2018

INSTRUCTIONS

1. Complete the following sections of the Parent & Family Engagement Plan (PFEP).
2. To be considered *complete* each section needs to have all the components included.
3. Upload to Google Doc **May 19th, 2017**.

Evaluation of 2016-2017 PIP

BUILDING CAPACITY

Content & Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Share general test-taking strategies and study tips with all families using the Title I Annual Meeting, semester orientations, newsletters, group emails, Remind texts, and phone calls.	2	106	Attendance, Increased test scores & graduation rates.
Share information to assist or educate individual families using personal phone calls, emails and/or meetings.	10	8	Increases parent involvement and provides stability which allows students to focus on academics
Disseminate FOCUS Parent Portal user and login information	10	8	Increase student scores on EOCs and FSA
Make the state standards, curriculum frameworks,	10	8	Increase student scores on EOCs and

graduation requirements and assessment information accessible to parents			FSA
Acceptance Interviews	40	100	Increase student scores on EOCs and FSA
Parents are called by teachers periodically to share student success	20		Increase student scores on EOCs and FSA
WolfPack Den is an Open Computer Lab for families to use.	80	50	Increase student scores on EOCs and FSA
Parent volunteers at school activities	4	15	Attendance, Increased test scores & graduation rates.
Parent Involvement Orientation	2	10	Attendance, Increased test scores & graduation rates.
PIPT (Parent Involvement Partnership Team)			Attendance, Increased test scores & graduation rates.
Family Engagement Conference			Attendance, Increased test scores & graduation rates.
Field trip to Library, college, and military facilities			Attendance, Increased test scores & graduation rates.
Title 1 Annual Meeting/Open House	2	200	Attendance, Increased parental involvement, Increased test scores & graduation rates
District PIPT training Day	1	6	support a partnership among the school involved, parents, and the community to improve student academic achievement
Parent Institute			Increases parent involvement and provides stability which allows students to focus on academics

STAFF TRAINING SUMMARY

Content & Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Student Assistance Team Meetings	16	25	Increased test scores & graduation rates.
Individual Assistance to staff members as needed			Increased test scores & graduation rates.
Staff Meetings- One meeting will be dedicated to parent involvement in the classroom and school			Increased test scores & graduation rates.
PPC Workshop	8	10	Increased test scores & graduation rates.
Parent Involvement Partnership Team working with staff at school events	2	6	Increased test scores & grades
Family Engagement Conference	1	4	Strategies to work with teens, students, and parents
District PIPT Training Day	1	6	Increased parental involvement and increased student test scores

PARENT & FAMILY ENGAGEMENT PLAN 2017-2018

ASSURANCES

- 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 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, 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 under section 1114(b)(2) [Section 1118(c)(3)];
- 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 [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(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 is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; 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 (h)(6)(A)].

• **Anything else we might want to add**

Principal's Signature

Jack Ham

8/23/2017

Date Signed

MISSION STATEMENT

The staff and administration of The Academy firmly believe that all of our students can be successful. We are a staff committed to the challenge to teach all students and support their efforts so they may attain their highest educational potential. We are also committed to fostering a school-parent relationship that will encourage and support our students. Working together, all students will achieve their highest potential. (OPTIONAL)

- Response: During the 2017 District PIPT Training Day, discussion topics included best practices to increase family engagement for student achievement; working with ELL families, teacher and school websites, District PIP review and recommendations, review and revisions of the school compact, Action Plan strategies for the 2017-1 PIP, ***flexible meeting times,***

intramural activities and agreement upon use of Title 1 funds. All documentation will be maintained in the Title 1 monitoring files. Parents will be involved in the planning, review and improvement of The Academy programs by being invited to serve on our schools' Parent Involvement Team. The Parent Involvement Team will have a dual role; the members of the PIPT will also serve on the Academy School Advisory Council (SAC). Principal, Jack Ham, Teacher, Tammi Harvey, and Title 1 Family Involvement Liaison, Chris Stephenson, will recruit and encourage parents to become involved leaders. They will also coordinate the parents in the Family Involvement Planning Team and SAC to

volunteer at school events. Recruitment will be held at the Title I Annual Meeting, orientations, enrollment interviews and subsequently as needed. As members leave the school, new members will be recruited and trained. Teen parents will also be invited to participate in the creation of quarterly newsletters. Meeting agenda items will be timely and relevant to school issues and events. Parents will also have ongoing opportunities to give input and/or receive information through quarterly newsletters, at our Annual Meeting, at orientations and through parent/staff contact using phone calls and email. Email addresses of all parents that have accounts will be collected as early in the year as possible (during interview and/or orientation) and be used to disseminate information. Feedback provided from 2016-17 Parent Survey results will be used as one tool to decide how to allocate upcoming Title I funding. All meetings and family events will be scheduled at times and locations that work for the majority of the parents involved. The Team and SAC will consist of a teacher, social worker, Title I achievement and family associate, two parents, and four students (which will also include teen parents).

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INVOLVEMENT OF PARENTS

- ❑ The school will involve the parents and families in 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.

Count	Program	Coordination
1	Title I Annual Meeting	Academy Staff & Families - dinner provided
2	CCPS HOPE Early Learning Coalition	Head Start Transition to childcare for children of teen parents
3	Parent Involvement & Planning Team	Tammi Harvey, Teacher, & Chris Stephenson, Title 1 Achievement & Family Liaison
4	Title III	ELL Family Support; Translators will be brought into

		parent conferences when needed. Staff members who speak Spanish are Jasmine Nystrom and Mike Salazar.
5	Title 1	
6	Title X	Social worker and homeless coalition coordinator will help students and families as it is brought to the attention of staff and/or faculty
7	Monthly Parent Interviews	Due to the fact that we are a school of choice we are asking that parents volunteer 2 hours of their time a semester.

During the interview process we need to make it mandatory that the parents attend a minimum of 2 parents events throughout the year.

COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

- ☐ The school will coordinate and integrate parent and family engagement programs and activities.
- ☐ The school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home. [ESEA Section 1116]

Program	Coordination

ANNUAL PARENT MEETING

- ☐ Description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I

program.

- ❑ Description of the nature of the Title I program that is shared with parents (schoolwide or targeted assistance)
- ❑ Description of how the meeting will cover (AYP), school choice, and the rights of parents are covered at the annual meeting.

Activity/Tasks	Person(s) Responsible	Timeline	Evidence of Effectiveness
Plan Title I Annual Meeting	Administration/PIPT staff members	May-August 2017/2018	Sign-in sheet/Parent Survey results, photographs
Coordinate community partner involvement	Social Worker/PIPT staff members	September 2017	Attendance and Sign-in, photographs, sample handouts from agencies
Invite & encourage parents to attend Annual Meeting (NTI calls, email, newsletter)	Principal & all staff	July-Sept 2017	Sign-in sheet, copies of newsletter, emails and call script
PASS Middle School Open House / Orientation	Principal and PASS program teachers	August 8, 2017	Attendance; Sign in Sheet
Open House & Family Dinner; Oral Presentation	Principal & all staff	During the event August 22, 2017	Photos, agendas
Informational handouts	Principal & all staff	During the event	Copies of handouts
Communicating Meetings and Training for Family through newsletter and website	Staff	Ongoing	Newsletters and Websites
School Connects call	Principal	Prior to each event	Email of messages
Title I annual meeting and	Principal & all staff	October	attendance,

Family Fall Festival		2017	photos, agenda, & handouts
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FLEXIBLE PARENT MEETINGS

- ❑ How the school offer a flexible number of meetings, such as meetings in the morning or evening.
- ❑ How the school provides, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement. [ESEA Section 1116]

Response: To recruit and encourage parent involvement in our School Advisory Council and PIPT, the information about our PIPT/SAC will be provided to parents on interview day after the child has been accepted to the Academy. This will include how to become a member of the PIP Team and SAC, and information about volunteering at the Academy and our events.

Our PIPT/SAC meetings will be held on the last Wednesday evening of each month throughout the school year. There will be ten meeting dates scheduled for the year.

During recruitment for the SAC, parents will be made aware of meeting dates and times for the year, as well as other ways they can give input and feedback to the school if they are not able to attend a meeting(i.e. email, phone calls, comment box, surveys and/or schedule an individual meeting with Title 1 Liaison, principal, or teacher). We will make it known to parents that their input is always welcomed and encouraged.

Prior to each scheduled meeting, each member/parent will be personally contacted by phone or email to invite them and remind them of the meeting.

Parent/Teacher conferences, as well as PASS riser meetings, and student interviews are held at times convenient for the parent, as well as via phone conference call if needed.

Social worker (and other staff as appropriate) will conduct home visits as needed.

IEP meetings and individual conferences will be scheduled at times convenient for families; substitute coverage will be provided for teachers. Documentation of all events and participation will be maintained in the Title I electronic monitoring box.

Having the parent meetings the 2nd Tuesday of every month.

During the interview process we need to make it mandatory that the parents attend a minimum of 2 parents events throughout the year.

*Potentially having a PEFP meetings at 1:30pm.

BUILDING CAPACITY

- ☐ The school will implement activities that will build the capacity for meaningful parent/family involvement.
- ☐ The school will implement activities that will build relationships with the community to improve student achievement.
- ☐ The school will provide materials and trainings to assist parents/families to work with their child(ren).
- ☐ The school will provide other reasonable support for parent/family engagement activities.

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Open House	Chris Stephenson		Once a semester	
Family Dinner Nights	Chris Stephenson		Once a semester	
Graduation Meetings	Chris Stephenson		Once a semester	
Current Events Meeting	Chris Stephenson		Once a semester	
Share general test taking strategies and study tips with all families				

using the Title I Annual Meeting, semester orientations, newsletters, group emails, Remind texts, and phone calls.				
Share information to assist or educate individual families using personal phone calls, emails and/or meetings.				
Disseminate FOCUS Parent Portal user and login information				

STAFF DEVELOPMENT

- ☐ 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 parent/families, in the value and utility of contributions of parents/families.
- ☐ 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 parent/families, in how to reach out to, communicate with, and work with parents/families as equal partners.

- ❑ 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 parent/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116]

Content and Type of Activity	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness

OTHER ACTIVITIES

- ❑ 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). [ESEA Section 1116]

The Haas family will come back and present why parents being on the PEFPP team is extremely important and beneficial

Also have something for the kids to do that night while the parents are being informed.

Brining in speakers once a month to educate the kids on what's happening in their community and what's in store for their futures.

Having a SR?Pass dinner out in the courtyard at night with a theme to try and give the kids more of a sense of belonging

COMMUNICATION

- ☐ The school will provide timely information about the Title I programs.
- ☐ The school will 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.
- ☐ If parents request, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).
- ☐ The school will submit parents/families comments if the schoolwide plan is not satisfactory to the parent/family. [ESEA Section 116]

The school will ask that you join the remind 101 app to help with the forms of communication.

ACCESSIBILITY

- ☐ Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.
- ☐ Describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that he parents/families can understand.

DISCRETIONARY ACTIVITIES (optional)

- ❑ 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.)

Activity	Description of Implementation Strategy	Person(s) Responsible	Anticipated Impact on Student Achievement	Timeline
Award Ceremonies				
School BBQ's				
Field Trips				
Intramural Activities				

BARRIERS

- ❑ Describe the barriers that hindered participation by parents during the previous school year.
- ❑ Describe the steps the school will take during the upcoming school year to overcome these barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents /families of migratory children).

Barrier	Steps to Overcoming Barrier	Persons Responsible	Timeline
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Transportation			
Siblings			
Language			
Communication			
Indifference			

PARENT-SCHOOL COMPACT

- ☐ Evidence of parent involvement in development, participation, and review of parent-school compact
- ☐ Compact outlines how parents, the school staff and students will share in the responsibility for improved academic achievement.

SCHOOL BROCHURE

- ☐ Update all dates
- ☐ Update staff names (must have Principal and AFA names)
- ☐ Review & update information
- ☐ Remember to include:
 - ☐ School web site
 - ☐ School address
 - ☐ School phone number
 - ☐ Family Center days and times
 - ☐ Parents Right to Know
 - ☐ Parent/Family Engagement information
 - ☐ Title I Information (overview)
 - ☐ Student Success Plan information
- ☐ **Must be reviewed by Renee BEFORE being sent to Print Shop.**