



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2017-2018

Anclote High School

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

School's vision for engaging families:

We are a high-achieving, student-focused community of learners exhibiting passion, commitment and unity. Our goal is to make a difference for our students and the community.

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 at least 1% 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.

Principal: _____

Date: _____

7/20/17

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EVERY TITLE I SCHOOL IN PASCO COUNTY WILL:

1. Involve parents in the planning, review, and improvement of their Comprehensive Needs Assessment and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan with an adequate representation of parents.

Describe the method in which parents were involved	Parent and student surveys were given in order to assist with identifying the needs of our families. The results of the surveys and recommendations from the SAC committee and the AHS Leadership Team were used to develop the SIP and PFEP. The various stakeholders also developed a recommended budget for the use of Title 1 funds.
Date of meeting to gather parent input for Comprehensive Needs Assessment	3/8/17
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	3/8/17

**Evidence of the input gathered and how it was/will be used should be available at the school site.*

2. Develop a school-home compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents & teachers will communicate.

How were parents invited to develop or revise the compact?	Parents were invited and participated in reviewing and revising the 2017-2018 compact during the SAC committee meeting held on 3/8/17.
Date of parent meeting to develop or revise the compact	3/8/17
What communication methods will be used between teachers & parents as well as school & parents?	The annual Title 1 meeting will be held at the beginning of the school year. Throughout the year, parents will receive information on out of field staff, resources that are available, and parent nights through our website and School Messenger.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	

**A parent signed copy of the compact should be submitted to the Title I office as evidence of implementation.*

**Evidence of the input gathered and how it was/will be used should be available at the school site.*

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

What information is provided at the meeting? How are parents notified of the meeting?	The Principal will conduct a Title I meeting at the beginning of the year. During the meeting, parents will be given information regarding Title I programs, school data information and status regarding out of field staff. The Assistant Principal will develop and maintain a sign-in sheet for documentation of the meeting. Parents will be notified through the school's website and School Messenger system.
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	September 2017 Develop and conduct Open House Tasks, Develop Agenda and Schedule Parent Notification
How do parents who are not able to attend receive information from the meeting?	Copies of agenda, resources, newsletters, podcasts
How are parents informed of their rights?	Resources shared at meetings/events, compact, podcasts

4. 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 III-ESOL	
Title IV-Homeless	
Preschool Programs	
IDEA/ ESE	
Migrant/Homeless	
Other	

5. Use at least 1% of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.

Minimum allocation	\$14,880.00
Explain how these funds will be used this school year	These funds will be used to pay for a parent involvement coordinator. The parent involvement coordinator will assist in facilitating parent events and meetings. The parent coordinator will support ongoing communication between school and home.
How are parents involved in deciding this?	Parents along with other various stakeholders developed a recommended budget for the use of Title 1 funds.
How will you document parent input?	Surveys will be collected and input will be documented in committee meeting minutes.

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.

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- 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		How will this impact Student Achievement?	Tentative Date/Time Are they flexible?	Check all that apply.				How will this support learning at home?
Title/Topic of Event				Transportation	Meal Refreshments	Childcare	Translation	
Curriculum Areas	SSAP Teachers and classroom teachers will communicate with parents of students in the Graduation Enhancement Program throughout the school year and during Open House.	Students will be introduced to the curriculum before the school year starts and made aware of their progress throughout the year.	August -June				X	Families and students will be updated on student progress. Parents will be familiar with the curriculum their children are receiving.
Achievement Levels, Expectations and Assessments	Parent Conferences, AVID and Cambridge Nights	Student achievement will increase due to consistent support at school and home. Students and families will be familiar with achievement levels, expectations, and assessments of the AVID and Cambridge programs.	August-June				X	Families and teachers will develop a plan to support student achievement.
Progress Monitoring	MyStudent	Students and families will learn about MyStudent during Open House and will receive ongoing support throughout the year. Students will monitor their academic progress	August-June		X		X	Families will be able to support students with study habits and meeting deadlines for assignments
Other Activities	College and Financial Aid Workshops	Students will learn appropriate steps to prepare for post-secondary schools	August-June		X		X	Families will be able to support students in preparing for post-secondary schools
Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.		Parents and families will be able to locate information regarding curriculum, achievement levels, progress monitoring, and assessments through MyStudent, Course Syllabi, the school website, and the district website.						
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?		Workshops and events will be evaluated through student and parent surveys. Surveys will also be used to assess the needs of parents and used to plan future events and workshops.						

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Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	The school will provide translators to assist parents at the school and events as needed.
What are the barriers for parents to attend workshops/events and how do you overcome these?	Childcare and families who speak a language other than English are barriers for parents to attend workshops/events. Anclote High School will provide childcare and translators as needed to overcome these barriers.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Parent meetings will be offered on various days and times to meet the needs of Anclote High School families. When possible, information and resources will be provided at sporting events.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Assistance will be provided for individuals with special needs.

**These events should be included on the Data Collection Sheet for School Events.*

7. Utilize strategies to ensure meaningful Communication

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school	Parent nights /workshops, the school website, and School Messenger will be utilized to support meaningful, ongoing communication between home and school.
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8. 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>
Training on Parent Involvement Plan	Increase awareness of parental involvement to support student success	Presentation	Staff	November
MTSS/SBIT Implementation	Increase classroom support	Group Study	School Psychologist, School Nurse, Guidance, Teachers, and Assistant Principals	August-June
Grade Level Meetings	Increase classroom support in academics, behavior, and attendance	Group Study	AP's, SSAP's, guidance, grade-level teachers	August-June

9. Provide an easily accessible resource area where parents and families can get information about the school facility, school policies, contacts, academic assistance, community resources and other materials.

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<u>Location of Resource Center/Area</u>	<u>Person responsible for monitoring and updating Resource Center/Area</u>	<u>List a sampling of materials made available in the Resource Center/Area</u>
School Website and Student Services	Assistant Principal and Student Services	school handbook, college pamphlets, community resources, and scholarship information

10. Evaluation of the 2016-2017 Plan:

- ☒ Data Collection Sheet for School Events submitted to Title I. Date of submission: 7/20/17
- ☒ Compliance items submitted to the Title I office. Date of notice of completion: 9/6/2016
- ☐ N/A – not a Title I school in 2016-2017

Principal: 

Date: 7-20-17

PFEP's are due to the Title I office by September 1, 2017.

**Copies should be placed on the school website as well as in the front office for parent and community access. Information regarding where the plan may be accessed should be communicated to parents and the community.*

**A "Family Friendly" version of this plan should be distributed to families and submitted to the Title I office.*

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