**New Horizon**

**18-19 Parent and Family Engagement Plan**

The Parent and Family Engagement Plan (PFEP) must be jointly developed with parent and must be distributed to parents in an understandable and uniform format, and in the language parents can understand. It must be made available for the community and updated periodically to meet the changing needs of the parents and the school. [Section 1116(b)].

**Instructions: Describe the means by which the school will carry out the ESSA requirements below.**

**1. POLICY INVOLVEMENT**

**A. By what means will the school conduct a Title I Annual Meeting (convened at a convenient time, to which all parents are invited and encouraged to attend) to inform parents of their school’s participation in Title I, the requirements of Title I, and the right of parents to be involved [Section 1116(c)(1)]?** Annual Title I Meeting is held within the first quarter of school year. The district provides a powerpoint that includes all the requirements of the law.

**B. By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP [Section 1116(c)(3)]?** NHLC uses the Spring Title I Parent Survey (paper/online). Results are reviewed with the faculty for improvements to the PFEP. SAC members evaluate the current year PFEP. Revisions are made according to parental input and school needs.

**C. By what means will the school involve parents in the joint development of the School-wide Program Plan [Section 1116(c)(3)]?** Strategies and comprehensive Needs Assessments are discussed during SAC meeting. Revisions are made according to the needs and barriers of the school along with parent input.

**D. By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate, as appropriate, in making decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]?** Evaluation forms from parent events; any conferences that involve parents such as: IEPs, CSTs, SAC meetings, P/T conferences. - If any suggestions that are able to be implemented, we will do so in reasonable amount of time.

 **E. If the School-wide Program Plan is not satisfactory to the parents, by what means will the school provide parents an opportunity to submit comments with the plan when it is submitted to the district [Section 1116(c)(5)]?** Parents who are not satisfied with the school-wide plan will complete a form to be submitted along with the plan to Bay District Schools.

**2. BUILDING CAPACITY FOR INVOLVEMENT**

**F. By what means will the school provide assistance to parents in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children [Section 1116(e)(1)]? (Include activities in Table A)** We will use events such as Open House, Annual Title I Meeting, Christmas Night, and Parent Standards/Curriculum Events.

**G. By what means will the school provide parents a description and explanation of the curriculum in use at the school [Section 1116(4)(B)]? (Include activities in Table A)** We will use events such as Open House, Annual Title I Meeting, Christmas Night, and Parent Standards/Curriculum Events.

**H. By what means will the school provide parents a description and explanation of the academic assessments used to measure student progress [Section 1116(4)(B)]? (Include activities in Table A)** We will use events such as Open House, Annual Title I Meeting, Christmas Night, and Parent Standards/Curriculum Events.

**I. By what means will the school provide parents a description and explanation of the achievement levels of the State academic standards that students are expected to obtain [Section 1116(4)(B)]? (Include activities in Table A)** We will use events such as Open House, Annual Title I Meeting, Christmas Night, and Parent Standards/Curriculum Events.

**J. By what means will the school provide parents materials and training to help them to work with their children to improve their children’s achievement, such as literacy training and using technology (including the harms of copyright piracy), to foster parental involvement [Section 1116(e)(2)]? (Include activities in Table A)** We will use events such as Open House, Annual Title I Meeting, Christmas Night, and Parent Standards/Curriculum Events.

**Table A**

**Parent Training Opportunities**

**Include all activities for requirements F through J above and all transition activities that involve parents.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Timeline** | **Title of****Training/Event** | **Topics** | **Requirement(s)** **Addressed****(F,G,H,I,J)** | **Time****(AM or PM)**  | **# of Parents** **Attended\*** |
| Sept/Oct | Title I Annual Meeting | Requirements of Title I | F, G, H | PM |  |
| Sept/Oct | Open House | Curriculum, Expectations, Assessments, Procedures | F,G | PM |  |
| Dec | Annual Christmas Parent Night | Standards and Curriculum, Parent Portal, and Communication with Teachers | F,G,H,I,J | PM |  |
|  |  |  |  |  |  |

 \*To be updated throughout the year.

**Table B**

**Other Events/Activities**

**Other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children [Section 1116(e)(4)].**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Timeline** | **Title** | **Purpose** | **Time****(AM or PM) or Method** | **# of Parents** **Attended\*** |
| Aug-May | School Advisory Council | Plan/review/improve the PFEP and develop the SWP | PM |  |
| Aug - May | Newsletter | Specific School Information | Newsletter |  |
|  |  |  |  |  |

\*To be updated throughout the year

**K. By what means will the school educate the faculty, staff, and administrators, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school [Section 1116(e)(3)]?** NHLC will utilize trainings provided by BDS for both faculty and Staff. Additionally, the school will provide access to records for students to communicate with parents.

**L. To the extent feasible, by what means will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs that encourage and support parents in participating in the education of their children [Section 1116(e)(4)]?** All parents are encouraged to participate in the planning and implementation of the child’s education and IEP and to assist in the determination of their child’s skills and ability to advocate.

**M. By what means will the school provide other reasonable support for parental involvement activities as parents may request [Section 1116(e)(13)]? (Based on the Title I Spring Parent Survey results, what activities did the parents request that are included in this plan?)** Based on the results from our Spring Parent Surveys, parents would like more training on parent portal and some workshops on communicating with teachers. Throughout the 18-19 school year, we will be adding some additional workshops for these specific areas.

**N. Elementary Only - How will the school ensure that teachers conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed [Section 1116 (d)(2)(A)]?** N/A (NHLC is a center school for ESE middle and high school students.)

**O. Optional – How will the school develop appropriate roles for community-based organizations and businesses in parent involvement activities [Section 1116(e)(13)]?** NHLC partners with several community organizations to become our business partners through our mentor program. These mentors are “there” for the student and the family to assist with anything they may need. This usually is assistance with groceries, transportation, clothing, etc.

**P. Optional – By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the trainings [Section 1116(e)(6)]?** N/A

**Q. Optional – By what means will the school provide literacy training for parents if the LEA has exhausted all other sources of funding [Section 1116(e)(7)]?** N/A

**R. Optional – By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1116(e)(8)]?** When events take place during mealtimes, food and beverages will be supplied and activities for younger siblings will be planned so the parents may focus on the training.

**S. Optional – By what means will the school train parents to enhance the involvement of other parents [Section 1116(e)(9)]?** We are always looking for parent volunteers and chaperones for school trips. Parents that know each other will be encouraged to attend workshops and volunteer if able.

 **T. Optional – By what means will the school conduct in-home conferences for parents who are unable to attend at school [Section 1116(e)(10)]?** Our crisis interventionist, guidance counselor, homebound teachers will conduct in home conferences if needed.

**U. Optional – By what means will the school adopt and implement model approaches to improve parent involvement [Section 1116(e)(11)]?** N/A

**3. ACCESSIBILITY**

**V. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). [Section 1116(f)]? (List the barriers identified by parents in the Title I Spring Survey and the methods by which the school will assist to overcome the barriers.)** Based on the Spring Parent Survey results, childcare was listed as the top barrier to participation. We plan to offer activities for younger siblings to give every parent an opportunity to participate.

**W. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand [Section 1116(e)(5) and (f)]?** All school communications are translated for ELL families. Bilingual Faculty and Staff members assist with conferences and phone calls. Translation programs assist with communication of any related school news that needs to go home to parents.

**X. By what means will the school offer a flexible number of meetings, such as meetings in the morning or evening to accommodate parents’ schedules [Section 1116(c)(2)]?** Based on the spring parent survey responses, most parents would like events to be schedule between the hours of 5pm - 8pm. This will be taken into consideration when scheduling events.

 **Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].** We will use various methods to communicate any information regarding events. These include but are not limited to; flyers, IRIS alerts, emails, parent portal messages, etc. We will have an initial invitation two (2) weeks prior to the event, with a reminder at one (1) week out, and an additional reminder the day of.

**Title I Expenditures Parent and Family Engagement (Adjust to reflect the planned expenditures)**

|  |  |
| --- | --- |
| **Category** | **List of Items** |
| Parent Communications | Paper, ink/toner, copier rental, stamps, digital newsletter, printed materials/brochures |
| Parent Training/Events | Refreshments, materials, supplies, stipends for teachers as consultants, printed materials, consultants/author visits, ink/toner |
| Parent/Teacher Conferences | Subs to cover classrooms, stipends for after hours |
| Parent Center | Equipment and supplies |