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Deltona High School

Parent Involvement Plan

2018-2019

**Deltona High School**

**Title I, Part A Parent & Family Engagement Plan (PFEP).**

I, Carolyn Carbonell, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. 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 this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. 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:
* Involve the parents 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;
* Jointly develop/revise with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the parent and family engagement plan to the local community;
* 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 parent and family engagement plan and the joint development of the schoolwide program plan;
* Use the findings of the parent and family engagement plan review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school’s parent and family engagement plan;
* If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan;
* 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;
* 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; 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.

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parent & Family Engagement Mission Statement

We believe that through the shared communication and collaboration with our families that we will work together to continue to build a partnership to keep strengthening our educational environment at Deltona High.

**Involvement of Parents**

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parent and family engagement will be used.

Deltona High is dedicated to utilizing Title 1 funds throughout the year to increase involvement of parents. The first way we are going to encourage this partnership is through our Grad Assurance TOAs and Media Specialist who are going to be creating nights to help parents understand the ins and outs of graduation requirements, ParentPortal, and resources for helping students getting to the graduation date with their cohort. Parents will have the opportunity to provide input during these nights with administration to finds ways to make communication lines clearer and more efficient. Parents also were invited to attend our first information Title 1 meeting prior to our Open House Night. During this time, they were able to meet the Title 1 team, get information regarding Title 1, and provide input in to the school. Monthly at SAC meetings, Title 1 information was shared with the parents and families, as well as a time for input. Parent input surveys were also utilized in the creating of this year’s SIP plan, we will continue to utilize parent input through electronic means including our website, administrative feedback forms, and input forms.

**Coordination and Integration**

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI.

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| **count** | **Program** | **Coordination** |
| 1 | Title I, Part A | Supplemental tutoring after school on Monday and Thursdays. Supplemental materials and supplies to close the achievement gap. |
| 2 | Title X, Homeless | These funds will be utilized to provide services for families in the areas of supplies, polos, and community resources. |
| 3 | Title I, Part C | Supplemental instructional support will be provided by the school and will be discussed with parents during the development of the students’ IEP. Also supplemental tutoring will be offered |
| 4 | Title II | The district provides ongoing Professional Development in the core subject areas to ensure quality instruction and student success |

**Annual Parent Meeting**

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity.

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Introduction to Title 1 Parent Meeting – Develop agenda, presentation materials, and handouts | Carolyn Carbonell and Christina Lapnow | August 30 | Agenda, PowerPoint, Feedback |
| 2 | SAC – Title 1 Night | Carolyn Carbonell and Christina Lapnow | September | Agenda, Feedback |
| 3 | ‘SAC- Ongoing progress monitoring – Looking at data, SIP goal, and progress monthly | Carolyn Carbonell and Christina Lapnow | September- May 2019 | Agendas, Feedback |
| 4 | Parent Input Survey | Carolyn Carbonell and Christina Lapnow | Spring 2019 | Survey results |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parent and family engagement.

We are currently in the process of building out what this will look like at Deltona High, as well as the person that will oversee this. We hope to soon have someone that will take on this responsibility outside of the school hours to hold flexible parent meetings after school, before school, weekends to make those connections with parents and families are easier and more convenient. This position is our Parent Liaison and that position will be filled in the month of September.

**Building Capacity**

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective involvement of parents and families and to support a partnership among the school involved, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child’s academic achievement. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request.

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|  | Content & Activity | Person Responsible | Student Achievement Impact | Timeline | Evidence |
| 1 | Program of Studies | Christina Lapnow | Parents will be provided a Program of Studies outlining graduation requirements and course descriptions to assist with high school planning. | Summer 2018 | School Website and referred to in parent newsletter |
| 2 | Freshmen Night | Christina Lapnow | Parents of incoming students were invited to explore the different academic programs available to their child to best prepare them for their plans after high school | July 2018 | School website  Agenda |
| 3 | Grade-level Parent Nights | School Counseling Team/Grad Assurance | Parents are invited to informational nights to provide | September 2018 | Agenda PowerPoints |
| 4 | Course Syllabus | Classroom Teachers | Teachers will provide a course syllabus that outlines specific course content as described in the Sunshine State Standards as well as course expectations and assessment information. | August 2018 | Teacher Syllabi Website and dissemination at Open House |
| 5 | Progress Monitoring | Administration, Coaches,  Department Leaders, Classroom Teachers | Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the year. | 09/01/18-06/01/19 | Parent Conference Notes  And sign in Log |
| 6 | Gradebook and Attendance | School Counselors/ Grad Assurance | Parents will be provided information on how to log in to new gradebook and attendance system so that they can monitor their student's academic progress and daily attendance | 09/01/18-06/01/19 | Connect Ed message, log of parent log in data, and parent phone log. |
| 7 | College and Career Readiness | School Counseling Team  Grad Assurance | Parents will gain knowledge of college readiness, scholarship information, availability of financial aid, etc | Spring 2019 | Guidance Sign in Sheets and Event Sign in Sheets |
|  | Registration Nights and Credit Checks | School Counseling Team and Administration | Administration, Grad Assurance TOAs and School Counselors will work with parents and students on graduation requirements | January 2019 | Guidance Sign in Sheets and Event Sign in Sheets |
| 8 | Financial Literacy and Scholarships | School Counseling Team  Grad Assurance | Parents and students will receive information regarding financial literacy and the scholarship process. | November 2018 | Sign in Sheets  Newsletter |

**Staff Training**

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent and family engagement programs, and build ties between parents and schools.

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|  | Activity | Person Responsible | Student Achievement Impact | Timeline | Evidence |
| 1 | Title 1 kick-off training | District Title 1 team | Provide strategies to increase student achievement and parent involvement | Summer 2018 | Training Packets/agenda |
| 2 | **Collaborative Partner Training** | Judy Sterrett- Pegg | Provide strategies and resources to effectively build ties between parents and schools. | September 2018 | Emails and presentation to staff |
| 3 | Title 1 Parent Contact meeting | Christina Lapnow and Carolyn Carbonell | Provide staff with strategies to increase student achievement and parent involvement. | August 2018 | Sign in Sheets  Exit Survey |

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more fully participating in the education of their children.

Deltona High works on building the partnership between parents and stakeholders and communicating effectively. We use a variety of different resources including weekly connectEd phone calls, Canvas, our school website, and regular phone calls and emails. We have a variety of different events on campus to encourage parents to be here including our Freshman Orientation Night, Conversational English classes for native Spanish speakers for community members and parents, Informational Nights, Open Houses, CTE Nights, High School Showcase, and working with our community on events such as Job Fairs for local Hispanic Chamber of Commerce. We are also planning on adding a Career Resource Center for parents in our newly renovated Learning Commons.

Both our School Counseling Department and Activities Departments are always trying to bring in parents for information regarding a number of topics that could be of use including Career and College Nights, Grad Assurance Nights, Technology Nights, Health Fairs, and a Community Fair. We will continue to consistently bring in parents and community members to help make our school strong and to encourage participation of parents in their children’s academic success. We hope to bring in a Parent Liaison to help encourage this partnership, as well.

**Communication**

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

* Timely information about the Title I programs;
* 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 to participate, as appropriate, in decisions relating to the education of their children; and
* If the schoolwide program plan is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency.

Deltona High works on building the partnership between parents and stakeholders and communicating effectively in a number of ways throughout the year. We use a variety of different resources including weekly connectEd phone calls, Canvas, our school website, and regular phone calls and emails, however, we also encourage the face to face communication in a variety of ways.

In the summer, parents are invited on campus with their students for a variety of different events including Freshmen Orientation, Schedule Pickup, and a chance to walk the campus. Parents get materials and information on many of the different programs and possibilities for their student. As the year goes on parents are invited to a number of different events including SAC, DAC, athletic and academic events, and Parent Informational sessions described above. Parent are also invited to events such as CTE Nights and High School Showcase. Parents are involved in school meetings including ELL and ESE meetings throughout the year. In spring, parents are encouraged to join the Registration Nights to look at graduation credit checks and to pick classes for the following year to meet individual student goals and needs.

We have also created a much larger social media presence than we ever have in the past. We use Twitter across campus and have many students, parents, and community members that follow our school accounts. We also will have a Parent Liaison that will work primarily on increasing communication between the community and school.

**Accessibility**

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Our DHS Parent Involvement Plan and the School-Parent Compact will be summarized into a brochure, translated into Spanish, and provided to parents at the School Advisory Council meetings, the front desk, and at the annual meeting outlining our Title 1 programs. The complete PIP will be posted on the school's website. Translators are available in school offices to provide translation services to ensure that parents are able to fully participate in parent meetings. The school is fully accessible for any physically disabled parents. We work very closely with parents to ensure that we are fitting all needs of parents and community members.

**Discretionary Activities**

Discretionary School Level parent and family engagement plan Components Check if the school does not plan to implement discretionary parent and family engagement activities. Check all activities the school plans to implement:

**Upload Evidence of Input from Parents**

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan.

Please upload into SharePoint and keep copies for our records.

**Upload Parent-School Compact**

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Please upload into SharePoint and keep copies for your records.

**Upload Evidence of Parent and family engagement in Development of Parent-School Compact**

Note: As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Please upload into SharePoint and keep copies for your records.

**Evaluation of the previous year's Parental & Family Engagement Plan**

**Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I Annual Meeting.

\*Deltona High was not a Title 1 school during the 17-18 school year and has no data or summary to report at this time.\*

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school.

\*Deltona High was not a Title 1 school during the 17-18 school year and has no data or summary to report at this time.\*

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

\*Deltona High was not a Title 1 school during the 17-18 school year and has no data or summary to report at this time.\*

**Best Practices (Optional)**

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

\*Deltona High was not a Title 1 school during the 17-18 school year and has no data or summary to report at this time.\*

Please return completed Parent & Family Engagement Plan to your Parent & Family Engagement Facilitator.