



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle 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: Our mission at Pasco Middle School is to create a learning environment to promote Scholars that

Achieve with

Integrity and become

Lifelong learners.

Our vision is that all students will learn at high levels to be successful in college, career or life.

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 a portion 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: Danielle Johnson

Date: 5/28/19

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School
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	Parents and students participated in this process through parent meetings in February and online input surveys if they were not able to attend the meeting. Parents were invited to our SAC meetings in February and March of 2019 to plan for our CAN, update our school compact, and provide input for the Parent and Family Engagement Plan. Parents also provided input online if there were not able to attend.
Date of meeting to gather parent input for Comprehensive Needs Assessment	February 8, 2019 – Online survey available for parents who couldn't attend meetings and wanted to provide input February 20, 2019 – Family Engagement Plan review and input & Parent Survey, review allocation of Title I funds for the 19-20 school year March 13, 2019 – Parent Focus Group Questions and CNA review, Review/revise Family Engagement Plan and School Compact & communicate Parent Survey results based on February meeting
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	February 8, 2019 – Online survey available for parents who couldn't attend meetings and wanted to provide input February 20, 2019 – Family Engagement Plan review and input & Parent Survey, review allocation of Title I funds for the 19-20 school year March 13, 2019 – Parent Focus Group Questions and CNA review, Review/revise Family Engagement Plan and School Compact & communicate Parent Survey results based on February meeting

**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 notified via weekly School Messenger phone calls and emails to provide input as well as advertised on the school marquee and social media sites.
Date of parent meeting to develop or revise the compact	On February 20, 2019, we reviewed the current school compact and reviewed school compact from a couple other schools. We revised the school compact at this meeting.
What communication methods will be used between teachers & parents as well as school & parents?	There will be communication through the use of weekly School Message phone calls and emails, school website, all three school social media sites, and at times we will send home paper copies with students.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	N/A

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School

**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.*

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?	Parents are notified of our annual meeting via letter home, marquee, and school messenger calls. The information provided at the meeting include an explanation of our school's participation in the Title I program, how parents can help the school and be involved, what parents can do to help their child, the impact of parent and family engagement, and an open Q&A session.
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	August 27 th , 2019 at 6 PM. Calendar date was identified, teachers were notified and notification of meeting was shared with stakeholders via letter home, marquee, morning news, social media posts, phone calls, and emails through school messenger system.
How do parents who are not able to attend receive information from the meeting?	Information is available upon request through our front office staff. The PowerPoint shown at Open House is also published on the school website.
How are parents informed of their rights?	Parents are informed of their rights verbally at our annual Title I meetings, by a letter that is sent home with students, and we will also post the letter on our school website.

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	We will use the district resources to provide an after-school program for our ESOL students and we have AVID Excel for 7 th and 8 th graders.
Title IV-Homeless	SIT Program, Social Worker
Preschool Programs	N/A
IDEA/ ESE	There will be family nights where the parents will be taught how they can help their child at home with their course work.
Migrant/Homeless	SIT Program, Social Worker
Other	We have teachers that are participating in the Teacher Home Visits Program and a teacher that will lead the Getting Ahead program.

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School

5. Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.

Minimum allocation	\$1000
Explain how these funds will be used this school year	Parent involvement funds will be used to support parent meetings throughout the school year.
How are parents involved in deciding this?	We invited parents to provide input during our monthly SAC meetings in February and March. Parents that couldn't attend were able to provide feedback online.
How will you document parent input?	Parent input is document in SAC minutes and parent surveys.

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.
- 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.

<u>Building Capacity of Parents</u>		<u>How will this impact Student Achievement?</u>	<u>Tentative Date/Time</u> Are they flexible?	<u>Check all that apply.</u>				<u>How will this support learning at home?</u>
<u>Title/Topic of Event</u>				<u>Transportation</u>	<u>Meal Refreshments</u>	<u>Childcare</u>	<u>Translation</u>	
Curriculum Areas	Parent Community Night	Parents will learn strategies to work with their son/daughter at home, which will in turn support the learning that is happening.	Tentatively for September, November, and January.		X		X	Parents will learn the skills and strategies that are being taught to students so that they can support their son/daughter at home.
Achievement Levels, Expectations and Assessments	Informational Event	Resources will be distributed that provide students with the opportunity to grow and parents will learn skills to reinforce skills that are tested.	March		X		X	Parents will have access to the testing calendar and will know what the tests windows are, so they can work with their son/daughter to increase mastery.
Progress Monitoring	Open House & Community Nights	It is hoped that by increasing communication between parent and teachers that more students will remain on track academically.	8-27-19 & Tentatively for September, November, and January		X			This will provide the opportunity for parents to better communicate with teachers about the educational progress of their student(s) and how to assist them with at home.
Other Activities	- Spanish Speaking Family Night - Curriculum Fair - Incoming 6 th Grade Parent Night - Social Media Night	Parents will be taught how to use and monitor MyStudent along with key strategies to help their son/daughter. Parents will learn about the different courses offered at Pasco Middle School. Parents will learn about the 6 th grade academy and courses offered. Parents will learn about different social media sites.	Tentatively for September, October, and January.		X		X	Parents will be able to monitor MyStudent and see when students are missing assignments or not scoring well and can use the strategies learned at this night to help students succeed. Parents will be able to assist students with course selections. Parents can help monitor their child's social media accounts with more confidence and teach their child about the negative consequences that could occur.

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School

Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Parents can obtain access to the myStudent portal where much of this information can be found. In addition, curricular information is available on the county's web site and discussed during the school's open house. Parents can also find information on our school website. Teachers use CANVAS and parents can access this platform with an account.
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 attendance and feedback that is obtained verbally and through surveys. The needs of parents will be assessed through surveys.
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	Bi-lingual staff will be present to translate and we will have handouts in their native language available.
What are the barriers for parents to attend workshops/events and how do you overcome these?	Transportation and an inability to meet with teachers during their contracted hours due to work responsibilities. We try to offer our events at times when parents typically off from work.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	We vary the window of time that we offer the events. EX: 2pm – 4pm, 3pm – 5pm and 4pm – 6pm.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Our facility is ADA compliant. Any specific need is provided by the school on an as needed basis.

**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	MyStudent portal, Parent/Teacher conferences, Parent Teacher Conference Nights, use of the School Messenger System (weekly phone calls and emails home) which are done in English and Spanish. We also post information to our social media sites (Twitter, FaceBook, and Instagram).
--	---

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>
Six principles of compassionate instruction and discipline in the classroom	By increasing awareness of how our teachers can incorporate compassionate instruction in their lessons and faculty and staff can use compassionate discipline in school, we will	Book Study	Instructional Staff	Ongoing during the school year

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School

	increase our teachers' and staff's capacity to reach students.			
Community Connection Nights	Teachers and staff will be able to build a rapport with parents so that we can team together to ensure students have the tools needed to be successful.	Break-out Sessions	Parents/Guardians	September November January
Science Fair & History Fair	Parents will be able to witness final products of student work and celebrate the successes.	Walk around and view projects	Parents, students, family members, community members.	Science (November/December) Social Studies (January)
Social Media Parent Night	Partnered with district and Dade City Police to create a presentation, we will educate parents on the negative effects that social media can have on their child and at school. We hope that parents will then monitor their children's phone and social media usage and help students become productive, responsible digital citizens.	Presenter	Parents, students, family members, and community members	September

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.

<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>
Front office	Principal Secretary	PAFI Plan, School Advisory Council brochure, Title One brochure, Parent engagement brochure, Career Academies brochure, insurance forms, United Way, social media site information, How to create a MyStudent account

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2019-2020

Pasco Middle School

10. Evaluation of the 2017-2018 Plan:

☒ Data Collection Sheet for School Events submitted to Title I. Date of submission: 5-24-19

☒ Compliance items submitted to the Title I office. Date of notice of completion: 5-24-19

☐ N/A – not a Title I school in 2018-2019

Principal: 

Date: 5-28-19

Drafts of PFEP's are due to the Title I office by June 1, 2018.

**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.*