



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

## **Zephyrhills 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:**

**ZHS's vision is to provide relevant Parent Information Nights and Getting Ahead Workshops throughout the school year, so parents can stay informed and have access to the necessary resources available at our school and the community. Ultimately, parent nights and information on resources will help our students to be college, career, and life ready.**

**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: Christina Ulstucky

Date: 8/15/19

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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 Information nights *SAC meeting
Date of meeting to gather parent input for Comprehensive Needs Assessment	*May, 2019 (This was done at the end of the year to seek input and make changes for the 2019 - 20 school year, since we have to plan early, before the school year begins, to ensure dates are on our school calendar). Planning early gives parents enough time to arrange for challenges to be present at parent nights. These dates were posted on our website.
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	*May, 2019 (This was done at the end of the academic school year [2018 - 19] to seek input and make changes for the 2019 school year). We also collected input at all our Parent Nights, when parents completed surveys at the end of each session.) *Survey – Office for Support Services *Title I Parent Surveys *SAC 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 invited to review and give input at SAC meetings and comments were given on surveys		
Date of parent meeting to develop or revise the compact	*May, 2019 - This was done at the end of the year to seek input and make changes for the 2018 school year, since we have to plan early, before the school year begins, to ensure dates are on our school calendar). Planning early gives parents enough time to arrange for challenges to be present at parent nights. These dates were posted on our website.		
What communication methods will be used between teachers & parents as well as school & parents?	*Remind *School's Website *Phone calls *Newsletters	*Email *Letters to Parents *Twitter *Fliers	*School Messenger *School Newsletters *FB
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	N/A		

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*\*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?	<p>*TITLE I: What does it mean? What are funds provided for? Free and reduced lunch availability.</p> <p>*SCHOOL GOALS: Parent Involvement Plan. How can parents help their students to be successful. How ZHS will support Student Achievement and Student Engagement. How we will ensure that our students are college, career, and life ready, as aligned with the Pasco County District's vision.</p> <p>*CRITICAL ASSESSMENTS for students.</p> <p>*PARENT TOOLS: MyStudent &amp; student planner</p> <p>PARENTS NOTIFICATION OF MEETING: Through Twitter; FB, Fliers, School's Website, School News, SchoolMessenger, Remind, School's Website</p>
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	<p>*Monday, August 26, 2019</p> <p>*Our school will SBLT looked at the needs of our students and decided on the areas we will focus on for 2019-2020, and we provided information on these areas to our parents.</p>
How do parents who are not able to attend receive information from the meeting?	<p>*School website</p> <p>*Handouts at school</p> <p>*PTCs</p>
How are parents informed of their rights?	<p>*School newsletter. *PTCs</p> <p>*School website. *Parent Nights</p> <p>*Title I Meeting</p>

**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	Getting quote to purchase headphones to translate parent nights information for ELL parents. ELL Instructional assistant will keep in touch with families to inform them about school events.
Title IV-Homeless	Our Parent Involvement Liaison will identify students & provide information about parent nights.
Preschool Programs	
IDEA/ ESE	Annual IEP meetings; Progress Reports; Contact Home; Contact from case manager
Migrant/Homeless	ABC Program; Spirit Fund; Weekend Backpack Program; Bulldog Boutique with free clothes and shoes; Prom Dresses.
Other	

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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	\$1,500.
Explain how these funds will be used this school year	Provide materials, refreshments, and supplies for the various parent nights.
How are parents involved in deciding this?	Surveys from previous parent nights.
How will you document parent input?	The surveys indicated what they requested.

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>	
<u>Curriculum Areas</u>	Study skills Available Resources Time Management AVID/AP/Dual Enrollment Bullying Digital Citizenship Graduation Requirements; Strategies to help your child succeed in HS	There will be an increase in the number of students who have: better time management skills, organizational skills, self-advocacy skills that provides a foundation for academic improvement.	10/29/19 6:00pm-7:30pm  8/26/19 6:00pm – 7:30pm  9/10/19 6:00pm – 7:30pm		X		X	Parents will have a better <u>understand and utilize the resources available to students when studying for assessments and doing homework assignments. Parents will be more equipped to support their child with time management skills. As a result of encompassing all of these, the student's grade will increase.</u>
<u>Achievement Levels, Expectations and Assessments</u>	<u>Graduation Requirements</u> <u>Testing-taking Tips</u> <u>State &amp; District Assessments Requirements</u> <u>FAFSA/ACT/SAT</u> <u>Transitioning from HS to college or career</u>	<u>There will be an increase in the graduation rate because parents are aware of what is needed for students to graduate and .</u>	8/19/19 6:00pm-7:30pm  11/19/2019 6:00pm – 7:30pm  4/7/2020 6:00pm-7:30pm		X		X	<u>Parents will have a better understanding of the graduation and scholarship requirements, as well as state and district assessments, and how to support their child as they utilize the test-taking strategies.</u>
<u>Progress Monitoring</u>	<u>Attendance</u> <u>Grade Monitoring</u> <u>Graduation Requirements &amp; 2-year Plan</u> <u>Title I Meeting</u>	<u>Overall attendance of students will increase.</u>	8/26/19 6:00pm-7:30pm  9/10/19 6:00pm-7:30pm 4/7/2020		X		X	<u>Parents will have a better understanding of how poor attendance affects a student's grade. As a result, parents will reduce the number of vacations taken throughout the school year., and encourage their child to come to school often. attendance.</u>
<u>Other Activities</u>	<u>Getting Ahead Parent Workshops</u> <u>Session 1: English</u> <u>Session 2: Spanish</u>  <u>Rosetta Stone Workshops</u>	<u>Parents will be able to utilize the resources in the community to create a more stable family.</u>	<u>S1 (English):</u> <u>Fall, 2019</u> <u>6:30pm – 8:30pm</u> <u>Session II (Spanish):</u> <u>Spring, 2020</u> <u>2:30pm – 4:30pm</u>		X	X	X	<u>Parents will learn about building personal and family resources to help their family get ahead in life. Parents will also develop their own plan for bridges and other tools to build financial and social stability in the family.</u>

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Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	<u>Letters are sent home to parents, and they were introduced to Canvas. Presentations prepared by teachers for the parent night included how to monitor your child's grades and attendance.</u>
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?	<u>Every parent is asked to complete a short survey at the end, and it will be reviewed before the next parent night. Our agenda will be adjusted to suit the needs of the parents.</u>
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	<u>At the parent nights, our ELL IA will be available to answer questions and translate for parents and their students.</u>
What are the barriers for parents to attend workshops/events and how do you overcome these?	<u>Finding different ways to get information to the parents and find a way to check up on whether they got the information or not. Our P/T Parent Involvement Coordinator will contact parents.</u>
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	<u>PTCs are scheduled throughout the year, and around parents' availability. Parent survey reveals that parents preference to attend traditional evening meetings.</u>
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	<u>We will have our World Language club teachers available for translation, and meeting rooms for parent nights are handicapped accessible. If parents have disabilities and are unable to attend meetings, we will provide meeting via phones.</u>

*\*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	<ul style="list-style-type: none"> <li>*Remind</li> <li>*School's Website</li> <li>*Phone calls</li> <li>*Newsletters</li> </ul>	<ul style="list-style-type: none"> <li>*Email</li> <li>*Letters to Parents</li> <li>*Twitter</li> <li>*Fliers</li> </ul>	<ul style="list-style-type: none"> <li>*School Messenger</li> <li>*School Newsletters</li> <li>*FB</li> </ul>
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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>
<u>1)SEL, Trauma Informed Care, &amp; Poverty sessions for staff. Seeking to Understand the 'Why'. Signs of Poverty; Actions/Reactions; campus and community resources</u>	<u>As our staff seek to understand the 'why' behind the behavior, they will understand how to interact with the students and the parents.</u>	<u>Monthly Meetings on early release days &amp; at faculty meetings</u>	<u>Faculty</u>	<u>September, 2019</u>

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<u>MTSS</u> <u>GLT Meetings</u> <u>PLC</u> <u>EWS Monitoring</u> <u>SIT</u>	<u>At these meetings, the teams come up with interventions that would support the student and his/her family, so that the student can be successful with the various interventions put in place by these teams.</u>	<u>Meeting</u>	<u>Faculty and Staff</u>	<u>PLC Weekly</u> <u>GLT Monthly</u> <u>MTSS Monthly</u> <u>SIT Weekly</u>
<u>Poverty Awareness &amp; Relationships Parent Nights' fliers will be given to teachers to post in their classrooms and encourage their students to attend with their parents.</u>	<u>Staff members will learn about various strategies they can use to help our students attain success, and help parents get more involved in their child's Teachers will know many of the parents personally and can invite them to attend parent nights, so that they can get other tips on how to help their child/ren be successful.</u>	<u>Presentations</u>	<u>Faculty</u>	<u>Quarterly faculty meetings</u>

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, School Counselling Office, Parent Involvement Office, Student Services	<u>Camille Watkins &amp; Judy Williams (Parent Involvement Coordinator)</u>	*Copy of topics for parent nights *School Resources (intellectual, social, and emotional) *School newsletters *Bullying handouts *Ways to get involved: GAT *Grades & Attendance *What Parents should know about Title I *List of clubs available for students

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10. Evaluation of the 2019 - 2020 Plan:

- ☒ Data Collection Sheet for School Events submitted to Title I. Date of submission: 5/31/2019
- ☒ Compliance items submitted to the Title I office. Date of notice of completion: 5/31/2019
- ☐ N/A – not a Title I school in 2017-2018

Principal: U. Stanley

Date: 8/15/19

*\*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.*