



2019 - 2020

Parent and Family Engagement Plan

School Name: Bronson Middle High School

LEA: Levy County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

Assurances

The above named school agrees to the following assurances:

Involve parents of children in Title I, Part A in decisions about how Title I Part A funds are spent;	Use the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the schools' parent and family engagement plan;
Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;	Provide each family with timely notice information regarding their request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
Jointly develop/revise plan with parents and make available to the local community;	Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
Involve parents and families in planning, reviewing, and improving schoolwide program plan;	Provide each family with an individualized student report about the performance of their child(ren) on the State assessments (ESEA Section 1116)

Mission Statement

Adults will model professionalism as they nurture and challenge students to meet career goals. Students will engage in an environment of mutual respect and academic focus while preparing for future success. Unified, we will accomplish this mission.

Involvement of Families

List and describe how the school will involve stakeholders (families, community members, school staff) in an organized, ongoing, and timely manner, in the planning, implementation, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used and the creation of School Improvement Plans (SIP) and Comprehensive Needs Assessments (CNA). (ESSA Section 1116)

Bronson Middle High School will ensure the organized, ongoing, and timely manner of involving parents through the following methods:

- Letters backpacked home
- Phone calls home
- Opportunities to meet with teachers
- Opportunities to provide input

Bronson Middle High School parents and families are involved in the planning, review and improvement of Title I programs, including involvement in the decision making of how funds for Title I will be used. The do this by:

Attending

- SAC/DAC meetings
- Annual Title I meeting
- Parent Involvement activity nights
- Parent conferences

Reviewing

- SAC minutes
- Parent and Family Engagement Plan
- Parent/Teacher/Student Compact
- School Improvement Plan
- Surveys and results

At the end of the school year, at the final District Advisory Council Meeting, the Title I Coordinator provides time for parents/families to provide input on the review and improvement of the schools Title I programs to including providing input on the next school year School Improvement Plan, Parent and Family Engagement Plan, and the School-Parent-Student-Compact Form.

Coordination and Integration with Other Federal Programs

How will the school coordinate and integrate parent and family engagement programs and activities?

How will the school coordinate and integrate parent and family activities that teach families how to help their child(ren) at home? (ESSA Section 1116)

Bronson Middle High School will coordinate and integrate parent and family engagement programs and activities through various means, including: hosting an ESOL parent Night designed to provide strategies for increasing English language proficiency; hosting a College Readiness Night for parents and students hosted by guidance and the graduation coach to discuss graduation requirements, progress toward graduation, and assistive programs; provide tutoring before or after school.

Program	Coordination
Title I, Part A	Administrators and the Title I Coordinator will coordinate to provide opportunities for parent involvement at home, school and in the community. Professional development will be provided to teachers on effective parental involvement practices.
Title II, Part A	Provide professional develop to teacher and provide information to parents should a teacher be out of field.
Title III	Supports ESOL teachers to support English Language Learners (ELLs) in the classroom setting as needed. Teachers participate in ESOL professional development.
Title X	McKinney Vento Program provides support to our homeless students. Our homeless students receive support for housing, curriculum and tutoring.
IDEA (Part B Preschool and K-12)	Our Pre K Teachers, Pre K Coordinator and administrators work together to coordinate a parent orientation and student transition program for students entering the regular public school program. IDEA funds support all students with disabilities (SWD) through the use of supplemental curriculum and manipulatives and provide professional development for school personnel that provide services to SWD.

Annual Title I Parent Meeting

Describe the specific steps the school will take to conduct the annual meeting in order to inform parents and families of participating children about the school's Title I Program.
 A description of the nature of the school-wide Title I Program.
 A description of how the meeting will cover the rights of parents
 A description of how the Florida School Grades are calculated and the 2019 School Grade achieved by the school.

Bronson Middle High School will host an annual Title I Parent meeting to inform parents and families of children participating in Title I programs at the beginning of the school year.

Parents and families were notified of the meeting by:

- Social media (Facebook)
- Printed newsletter on the reverse side of summer report cards
- Phone call home
- Posted on marquee

A description of the school-wide Title I Program is shared with parents at our Title I Annual Meeting by

- Cheryl Allen (flex date) AND Timothy McCarthy (main date) - To present information about school choice and the rights of parents to be involved. Below are the specific steps that Bronson Middle High School will take to conduct the Annual Title I Parent Meeting.		
Activity/ Task	Person Responsible	Evidence
Invitation sent home to parents (English & Spanish)	Timothy McCarthy and Cheryl Allen	Invitations uploaded to crate folder
Presentation materials developed	Timothy McCarthy and Cheryl Allen and Karen Welch	Presentation/ materials uploaded to crate folder
Presentation materials submitted to Title I coordinator for review	Cheryl Allen and Karen Welch	Presentation/ materials time stamped when uploaded to crate folder
Conduct Title I meeting	Timothy McCarthy and Cheryl Allen	Rosters uploaded to crate folder

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meeting in the morning or evening?

The Annual Title I meeting is held in the morning at 8:00 on one day and again at 6:00 in the evening on another day. Parent conferences are scheduled with parent input so they can attend based on their schedules.

Building Capacity

How the school will implement activities that will build the capacity for meaningful parent/family engagement?

How will the school implement activities that will build relationships with the community to improve student achievement?

How the school will provide material and training to assist parents/families to work with their child(ren)?

Activity/Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
College Readiness Night	Genny Foshee, Michelle Barber, Nicole Thornton	Parents will receive information, receive resources, ask questions on graduation requirements and entering college.	February 2019	Invitation/roster/content material uploaded to PFEP crate folder

ESOL Parent Night	Nicole Thornton, Maria Shaffner	Parents become more familiar with resources to help their children.	November 2019	Invitation/roster/content material uploaded to PFEP crate folder
Scheduling Night	Tim McCarthy, Cheryl Allen, Genny Foshee, N. Thornton	Parents and students informed courses available	March 2020	Invitation/roster/content material uploaded to PFEP crate folder

Staff Development

A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff.

Activity/Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Parent and Family Engagement Training for teachers	Cheryl Allen, Karen Welch	Teaches educators how to engage and involve parents in their instructional program.	Semester 1: September 25, 2019 Semester 2: January 15	roster/content material uploaded to PFEP crate folder
Having Successful Parent Conferences Training	Cheryl Allen, Karen Welch	Teachers will learn how to effectively communicate student progress and needs, respond to parent concerns, and create a plan with parents to improvement student achievement.	Semester 1: October 23, 2019	roster/content material uploaded to PFEP crate folder

Other Activities

How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren). (ESSA Section 1116)

Activity/Task	Person Responsible	Timeline	Evidence of Effectiveness
Title I Resource Lab	Open to all school staff	ongoing	Resource lab sign-in roster

Communication

How will the school provide timely information about the Title I programs?

How will the school describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

How, if requested by parents, does the school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

How will the school ensure that the PFEP, SIP, CAN and other documents are shared with community stakeholders?

Bronson Middle/High School teachers, guidance counselors, reading coach and administration work together closely to gather relevant and timely information for dissemination to parents through Skyward, Facebook, automated phone calls, and flyers about tutoring opportunities. Through the Annual Title I meeting, parent conferences and parent activity nights, parents will learn what curriculum, assessments, progress monitoring tools, achievement expectations and goals their children will access. The school provides opportunities for regular meetings at a parent's request by forwarding the request to the staffing coordinator who works with the parents to identify a date and who the parent would like to meet with. Documents such as the PFEP, SIP and CAN are shared with stakeholders at SAC meetings and the compact is accessible for review in student planners.

Accessibility

Describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.

Bronson Middle High School strives to make notifications and information available through numerous sources. Opportunities are provided for flexible scheduling to accommodate parents who work during the school day. Disabled parents have full access to school facilities including but not limited to bathroom facilities, handicapped parking, and Braille translations of door signs. Information is shared in print through fliers and handouts and electronically through social media and Skyward email and messages. Through the district ESOL coordinator critical student information is translated into Spanish for our student in which English is not the home language. An ESOL aide will also be available to assist in translating for parents during meetings. The migrant services coordinator and school social worker are also a valuable resource to ensure that migrant families have full access to school information.

Barriers

Describe identified barriers that hindered the participation by parents during the previous school year.

A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children). (ESSA Section 1116)

Barriers (Including specific subgroup)	Step(s) to overcome barrier
Consistent, timely communication from school to home	Provide announcements at sporting events of upcoming events, send home a school calendar or newsletter or opportunities for participation.
Negative perceptions of school	Improve parent/teacher contact regarding academics and attendance. If parents are kept up to date concerning their child's progress and behavior they may not be as negative when they come in to the school. A more positive relationship between parents and school may lead to a more positive parent involvement.

Adoption

The Parent and Family Engagement Plan have been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by SAC meeting minutes.

Signature of Principal	<i>T. McCarthy</i>
Date signed	9/24/19