



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2022-2023

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 meaningful Parent/Family Workshops throughout the school year so parents/families can stay informed and have access to the necessary resources available at our school and in the community. Ultimately, parent nights, workshops, and information on resources will help our students become 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: _____

Date: _____

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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 meetings, Surveys Parents were invited via Online Newsletter, school website, Email blasts, student focus groups, phone calls home. 21-22 PFEP was distributed to families via School website, SAC meetings Feedback was given via phone call, personal meeting, SAC review Feedback was documented in SAC minutes
Date of meeting to gather parent input for Comprehensive Needs Assessment	SAC meeting January 2022, February 2022 Community Feedback meeting January 2022
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	SAC meeting January 2022, February 2022 Community Feedback meeting January 2022 March 2022

**Evidence of the input gathered and how it was/will be used should be uploaded to Title I Crate.*

- 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, via survey answers, in parent meetings, and via email. 21-22 Compact was distributed to parents via the ZHS website as a Mach form and shared with SAC for feedback in the March 2022 meeting
Date of parent meeting to develop or revise the compact	March 2022
What communication methods will be used between teachers & parents as well as school & parents?	Weekly School messenger (phone call, text, and email), School website, social media (Twitter, Facebook, Instagram), School newsletter each week, Email, Letters mailed home to parents, Fliers

**A parent signed copy of the compact should be uploaded to Title I Crate as evidence of implementation.*

**Evidence of the input should be uploaded to Title I Crate.*

- 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?	Title 1: PowerPoint presentation shared with parents that explains what Title 1 means, how funds can be used, how input is gained, free and reduced lunch availability. This PowerPoint was then uploaded to the school website for easy viewing.
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How are parents notified of the meeting?	School/District Goals: Parent involvement strategies and strategies for how parents can help their students be successful are shared at this meeting. We share how we will partner with parents to ensure students become college, career, and life ready while at ZHS. The vision and mission of Pasco County Schools is shared with parents so they can see the alignment between the school district and specific school sites. Assessments: We inform parents and guardians which assessments are required for graduation. Tools: Parents are given the opportunity to create a Parent Portal account for MyStudent so they can check their students' grades, attendance, etc. Parents are notified of this meeting through the weekly phone call/email home, fliers, the school website, social media
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	Tuesday, August 25, 2022 Our SAC and school-wide Site Based Leadership Team looked at the needs of our students, survey results from parents/students/staff/community and determined the focus areas for 2022-23.
How do parents who are not able to attend receive information from the meeting?	Parents can access the information from this meeting via the school website, parent/teacher conferences, and via meeting with school staff or administration.
How are parents informed of their rights?	School newsletter, school website, parent/teacher conferences, parent nights, the Annual Title 1 Letter that is sent home, and at the Title 1 meeting. Parents Right to Know is included in the Annual Title I Meeting Powtoon as well

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	ESOL IA, District ESOL Parent and Family Engagement Teacher
Title IX-Homeless	Student in Transition Teachers, SIT Liaison, Social Workers
IDEA/ ESE	FDLERS, ESE Support Facilitators, ESE IA's, BPIE completion, IEP meetings, Progress Reports, Contact by teachers and case manager
Other	ABC program, Weekend Backpack program (for food, Christmas assistance, etc.), Bulldog Boutique (for clothes and shoes), Prom Dresses

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

Allocation	\$3000
Explain how these funds will be used this school year	Parent meeting supplies, copies, flyers, printed materials, HERO store supplies
How are parents involved in deciding this?	Parent information nights, SAC meetings, Surveys Parents were invited via Online Newsletter, school website, Email blasts, student focus groups, phone calls home. 21-22 PFEP was distributed to families via School website, SAC meetings Feedback was given via phone call, personal meeting, SAC review
How did you document parent input?	Feedback was documented in SAC minutes, admin PLC minutes, CNA presentation

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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.
- Best practice is to hold parent events that teach caregivers a new tip, tool, or strategy, that parents can use at home with their child to help reinforce what they are learning in the classroom.
 - Think of Family Engagement as a strategy to reach the goal of student achievement
 - 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 Families</u>								
SuP goals	Title/Description of Strategy	How will this impact student achievement?	When will this occur?	When applicable, indicate the services you will provide to families.				How will this support learning at home?
				Transportation	Meal	Childcare	Translation	
1. High Impact Instruction Goal: Implement rigorous standards-based learning activities and instructional strategies that support and actively engage student learning.	Incoming 9 th grade student/parent event, Transitioning from HS to Post-Secondary, FAFSA night, AVID/AP/Dual Enrollment night, Curriculum night, Graduation Requirements review, ESOL parent night, how to support your student in HS, 9 th grade parent night, 10 th grade parent night, 11 th grade parent night, 12 th grade parent nights, Study skills	These meetings will align the work done in the classrooms with family support to create a cohesive partnership between parents, students, school staff. This will empower parents to support their students with the various needs and demands of HS. Students will learn how to self-advocate. Parents will become familiar with educational terms used	August 2022 September 2022 October 2022 November 2022 January 2023 February 2023 April 2023		x	x	x	Parents will have a better understanding of the graduation requirements, scholarship/FAFSA timeline, how they can participate in the student’s 4-year plan, and how state and district assessments impact their student’s graduation status.

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<p>2. Data Driven Decisions Goal: Create, implement, and monitor proactive systems and structures that ensure the needs of all students are met.</p>	<p>Tech help meetings: How to set up a Parent Portal account in MyStudent (to track grades and attendance), Impact meetings, Off Track meetings, Transitioning from HS to Post-Secondary, Graduation requirements, how to support your student in HS, 9th grade parent night, 10th grade parent night, 11th grade parent night, 12th grade parent nights, 4-year plan, Title 1 meeting</p>	<p>These meetings will align the work done in the classrooms with family support to create a cohesive partnership between parents, students, school staff. This will empower parents to support their students with the various needs and demands of HS. Students will learn how to self-advocate, parents will become familiar with educational terms used</p>	<p>August 2022 September 2022 October 2022 November 2022 January 2023 February 2023 April 2023</p>		x	x	x	<p>Parents will have a better understanding of the resources available to assist and support students when doing homework, how to check MyStudent, how to sign up for APEX and tutoring, and how to support their students at home through early intervention and progress monitoring.</p>
<p>3. Collaborative Culture Goal: Promote, support, and sustain a positive school culture of collective responsibility that involves all staff and students</p>	<p>College and Career Fairs on site, Military Recruiters on site, Parent Education workshops and trainings, Awards nights, Curriculum night, off track night, impact meetings, Title 1 meeting</p>	<p>These meetings will help create a cohesive partnership between parents, students, school staff and empower parents to support their students with the various needs and demands of HS. Parents will become more familiar with the resources available in the community.</p>	<p>August 2022 September 2022 October 2022 November 2022 January 2023 February 2023 April 2023</p>		x	x	x	<p>Parents will learn about resources available to them and their students through school and district staff, community supports, and government supports that can be utilized for their unique situations. Parents will also be provided opportunities to learn about ways to grow financial and social stability in their homes from guest speakers and community stakeholders.</p>

<p>Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.</p>	<p>Parents can create MyStudent parent portal accounts to monitor their students' progress. Progress reports are distributed electronically. Presentations are prepared by teachers, counselors, SSAP/Graduation coaches, and Career Specialist to explain curriculum, assessments, how to monitor student progress, and how to help students transition to post-secondary. This information is also part of the Title 1 meeting.</p>
<p>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</p>	<p>Parents are provided the opportunity to give input via survey at the end of each event. This feedback is used to determine future agendas as well as any follow-up training/presentation requests. Our agendas and plans are tailored to meet the needs of the parents and community.</p>
<p>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</p>	<p>Translation services are available for each meeting or workshop.</p>
<p>What are the barriers for parents to attend workshops/events and how do you overcome these?</p>	<p>Childcare and transportation are provided upon request. Light refreshments are provided, as many parents are usually coming straight from work to attend various meetings.</p>

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<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>Parent/teacher conferences are scheduled upon the availability of the parents' schedules and can be held virtually when needed. Survey results also help direct meeting times. Traditionally, survey results have indicated that night meetings and activities were preferred. We make every attempt to not conflict with traditional church nights or when we know major sporting events/concerts/etc. will impact parent schedules. Copies of all parent meeting information (i.e. PowerPoints and handouts) are posted to the school website and can also be attached to the weekly phone call/email that goes home.</p>
<p>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</p>	<p>Parent meetings and workshops are hosted on the ground floor of buildings to ensure physical access. Case managers facilitate accommodations for unique needs. Counselors and teachers work around the schedules of parents to ensure they can access and attend any/all meetings and will hold meetings virtually when needed. We also provide the option of tele-conference and post all information (i.e. PowerPoints and handouts) to the school website, attach to weekly school messages, or send to personal email of parents.</p>

**These events should be included on the Data Collection Sheet for School Events.*

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7. Utilize strategies to ensure meaningful Communication

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school	School website, weekly phone calls/emails/texts home, email, letters to parents, school newsletters, social media (Facebook, Twitter, Instagram), Fliers, phone calls, parent meetings, conferences.
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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>
Early Release Days, Site training, Site Leadership PD, Trauma-informed care work	Staff will grow in their abilities to listen, defuse, and de-escalate situations through application of SEL to District content expectations. They will be more effective in classroom management, classroom leadership, interactions with students, interactions with staff, interactions with parents, and delivery of curriculum.	Presenter, speaker, Zoom meetings	Teachers and staff	Assigned early release days from district, faculty meetings, PLC's
Grade Level Team, PLC, impact, off track, myEWS monitoring, SIT, SBLT, SAC meetings	At these meetings, teams examine data, interventions, and resources that support the student and family so the student can experience success (academic, behavioral, socially, etc.).	Meeting	Teachers and staff	Weekly: PLC, SIT. Monthly: GLT, SBLT, Committee

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, Student Services, Parent Involvement Liaison office	Parent Involvement Liaison (currently J. Williams) and Administration	Binder containing copies of parent night handouts and PowerPoints, school newsletters, handouts and fliers, list of clubs for students, tutoring schedule, sample 4-year plan, phone and contact list, how to create a Parent Portal account in MyStudent

Principal: _____

Date: _____

Drafts of PFEP's are due in Title I Crate by April 8th, 2022.

**Copies should be placed on the school website as well as in the Title I Family and Community Binder 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 uploaded to Title I Crate.*

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