



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2021-2022

Sunray Elementary

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:

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: _____ Debra Viggiano _____

Date: _____ 4/16/21 _____

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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	At the beginning of the school year, all families were invited to attend the annual Title One Information Night to learn about what it means to be a Title One school. Information was also shared with our SAC during the school year. In addition, parents were invited to provide input about Family Involvement through a parent survey.
Date of meeting to gather parent input for Comprehensive Needs Assessment	April 21, 2021
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	April 21, 2021

**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?	Input on the Compact was discussed at the SAC in April of the 2020-2021 school year. Feedback was considered and appropriate revisions were made to the compact.
Date of parent meeting to develop or revise the compact	April 21, 2021
What communication methods will be used between teachers & parents as well as school & parents?	Communication between the teachers and parents occurs in the following ways: <ul style="list-style-type: none"> • Telephone calls • Parent/Teacher conferences • Messaging through Class Dojo
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	Conferences are scheduled 2 times per year. The school identifies specific dates for these conferences. Additional conferences are scheduled as needed and on an individual basis with families.

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

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**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? How are parents notified of the meeting?	The meeting includes information on the school's participation in Title I, the requirements of Title I, parent's rights to be involved, curriculum being used, academic assessments being used to measure student progress and opportunities for parents to provide input on their child's education
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	This meeting will take place during our Open House in September of the 2021-2022 school year.
How do parents who are not able to attend receive information from the meeting?	Meeting information is available to parents by contacting the front office. Parents can obtain all meeting materials
How are parents informed of their rights?	Parents Right to Know is included in the Annual Title I Meeting as well as the Annual Title I letter that is send home at the beginning of the year- Both can be found on SharePoint and Title I Crate

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's, District ESOL Parent and Family Engagement Teacher
Title IX-Homeless	Student in Transition Teachers, SIT Liaison, Social Workers
Preschool Programs	Head Start, Early Head Start, VPK,FDLERS
IDEA/ ESE	FDLERS, ESE Support Facilitators
Migrant	Migrant Social Worker, Migrant IA'S, Migrant Resource Teacher
Other	

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	\$3,000
Explain how these funds will be used this school year	We will be using 1,800 to pay teacher stipends for parent/teacher conferences. 1,200 will be used to fund parent engagement nights that will occur each semester during the 2021-2022 school year.
How are parents involved in deciding this?	At the beginning of the school year, all families were invited to attend the annual Title One Information Night to learn about what it means to be a Title One school. Information was also shared with our SAC during the

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	school year. In addition, parents were invited to provide input about Family Involvement through a parent survey.
How did you document parent input?	Parent survey results. SAC meeting minutes, Parent sign in sheets from beginning of the year meeting

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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.	Parent Curriculum Nights	Parents and student will have the opportunity to engage in activities that support student learning. Families will also receive materials that they can use at home to further their child's learning	Once per semester.		Yes			Parents will be able to take home the material that they use to engage in the learning activities at home.

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2.	Parent/Teacher Conference Nights	Parents will engage in parent teacher conference scheduled outside the school day. Parents will be informed of their child's progress, interventions and ways to help them at home.	At least 2 times per year					Parents will be able to engage in communication with their child's teacher. Parents will be able gain an understanding of their child's needs and how they can help them at home.
3.								
Other:								

Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	This information is shared at the Title One meeting and during Open House. Parents are also informed of their child's progress through parent teacher conferences.
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?	Parent workshops will be evaluated through parent surveys
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	Communication about parent workshops and events will be communicated in both English and Spanish in order to meet the needs of families who speak languages other than English.
What are the barriers for parents to attend workshops/events and how do you overcome these?	The biggest barrier for parents to attend workshops is the times that they are offered. Therefore we schedule them at times that do not conflict with parent work schedules.

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How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	We offer families events in the evenings between 5:00 and 6:00
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	All families have access to meetings and workshops. The school/district will make accommodations if needed to ensure access.

**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	Parent/Teacher Conferences, Class Dojo, Social media postings (Facebook / Twitter), school and district webpage.
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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>
Parent Involvement	Helping staff understand how to build home school partnerships with families. Expectations of parent teacher conferences	PD	School Staff	August – Planning Week

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	Principals' Secretary	Title On information Before and After School Information Registration packets Community offerings

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Drafts of PFEP's are due to Title I Crate by April 14th, 2021.

**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.*