

Pasco County Title 1 School Level  
**Parent and Family Engagement Plan 2023-2024**

**Rodney B. Cox 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.

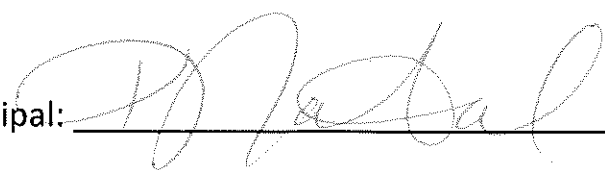
**School's vision for engaging families:**

RBCES families, community and staff will work together to create a safe and connected learning environment that fosters high expectations to increase student achievement.

**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: 6-1-23

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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	An annual paper survey was sent home to all parents and collected. In addition, we solicited feedback from our SAC in February about the engagement plan and families that came to the building for events, and visits with students. The data was gathered and used to develop the PFEP for 2023-2024.
Date of meeting to gather parent input for Comprehensive Needs Assessment	We did a focus group on February 2, 2023 to gather input on the comprehensive needs assessment.
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	We invited parents to attend the SAC meeting on February 2, 2023 to provide feedback on the PFEP for 2023-2024.

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?	Notification of the meeting was on our Facebook, a school callout, the marquee, and on our family events calendar. We invited parents to attend the SAC meeting on February 2, 2023 to provide feedback to create the parent compact.
Date of parent meeting to develop or revise the compact	A draft compact was provided during our SAC meeting on February 2, 2023 for feedback.
What communication methods will be used between teachers & parents as well as school & parents?	<ol style="list-style-type: none"> <li>1. A school-home folder will be sent home weekly on Friday containing any school-wide information and notifications.</li> <li>2. Student planner books will be used K-5 to provide daily written communication between teacher and home.</li> <li>3. School calls every other Sunday communicating important information and upcoming events.</li> <li>4. Facebook and our school website will have important information and upcoming events. Class Dojo App will be used to connect families with events and student progress.</li> </ol>
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	Parent conferences will be held in quarter one and three offering parents evening hours for flexibility of availability. During this time discussions occur about academic success/needs, work habits and social/emotional needs if applicable. Progress monitoring plans (PMP) will be discussed if applicable.

3. Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.

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<p><b>What information is provided at the meeting? How are parents notified of the meeting?</b></p>	<p>1. What is Title 1 and funding                  2. Title 1 funds for current school year                  3. School Success Plan                  4. PBIS-Conscious Discipline                  5. PMP status</p> <p>Parents will be notified at registration regarding the open house date. A parent call and flyers will go home.</p>
<p><b>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</b></p>	<p>August 31, 2023 6:00-7:00</p> <p>Gather input from leadership team on an effective way to communicate information.</p>
<p><b>How do parents who are not able to attend receive information from the meeting?</b></p>	<p>Information will be available on our website.</p>
<p><b>How are parents informed of their rights?</b></p>	<p>Parents are informed of their rights through our Annual Title One Meeting, information shared on our website and during our School Advisory Council Meetings held monthly. Also, a Title One Brochure will be sent home at the onset of the year in our Friday School-Family communication folders.</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	ESOL coach, ESOL instructional assistant, ESOL teacher and District ESOL Parent and Family Engagement
Title IX-Homeless	Students in transition, ABC funds, SIT Liaison, Social Workers
Preschool Programs	Head start, Early Head start
IDEA/ ESE	ESE Support Facilitators, ESE IA's
Migrant	Migrant Social Worker, Migrant IA'S, Migrant Resource Teacher
Other	Family engagement assistant

**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 host two parent conference nights in which parents will be given an opportunity to create take home materials to support their children outside the school day.
How are parents involved in deciding this?	Spring parent survey, input gather at March SAC meeting
How did you document parent input?	Spring parent survey, SAC meeting notes, parent comments from meeting, Let's Talk platform

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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	
High Impact Instruction: Instructional practice will be standards-aligned with high student engagement.	Reading Night Math/Science Night MOSI night <a href="https://www.mosi.org/groups/">https://www.mosi.org/groups/</a>	DIBELS/ FAST information Will equip parents to help their children at home and emphasize the importance of doing their best.	September January December	x	x		x	Parents will understand the expectations of the standards and have ideas of how to help.
Collaborative Culture: Bring together all stakeholders to	Achievement Levels, Expectations and Assessments Back to School Bash Registration/Open House Pastries with parents All pro dads' meetings	Communicating expectations, modes of communication between school and family.	July August May	x	x		x	Parents will be informed of how their child's instructional day is organized and ways they can partner with the school.

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strengthen the relationships within the school family, including parents, staff, students.	Other Activities Celebrating diversity Fall festival- Hispanic heritage Friendship Dance African American heritage	Students celebrating cultures and sharing learning	October November February	x	x	x	x	Parents will be informed of their child's progress and how they can help at home. Student led conferences will be held in grades 3-5.
Data Driven: Improve systems of data collection and responding to data to close achievement gaps.	Progress Monitoring Parent Conference nights	Partnering with parents and empowering them to be informed of their child's progress.	September January	x	x	x	x	

Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Class Dojo Communication School website School Facebook account Parent conferences Face to Face workshops Progress reports and report cards through online access in mystudent EWS student data sheets Achievement level data scored on FAST mailed to parents WIDA proficiency levels mailed to parents							
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?	Participants survey or feedback charts are utilized at each event Comments will be analyzed by school leadership team and SAC							
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	Translator will be available and materials provided in Spanish.							
What are the barriers for parents to attend workshops/events and how do you overcome these?	Time and childcare. Children will attend events and events will be combined to maximize our time with families.							

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<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>Information is shared electronically as well as in person.</p>
<p>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</p>	<p>Assistance such as ramps, interpreters, ect provided for families with disabilities</p>

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**7. Utilize strategies to ensure meaningful Communication**

<p>Describe the methods that will be used to ensure meaningful, ongoing communication between home and school</p>	<ol style="list-style-type: none"> <li>1. A school-home folder will be sent home weekly on Friday containing any school-wide information and notifications.</li> <li>2. Student planner books will be used K-5 to provide daily written communication between teacher and home.</li> <li>3. School calls every other Sunday communicating important information and upcoming events.</li> <li>4. Facebook and our school website will have important information and upcoming events.</li> <li>5. Class Dojo App will be used to connect families with events and student progress.</li> <li>6. Staff emails will be posted on school website.</li> </ol>
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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>
Trauma informed care training with conscious discipline	Staff will be trained on responding to behavior using trauma informed strategies.	Summer PD and monthly ongoing PD from August- May	Full staff	Monthly
Parent communication	Staff will be expected to maintain communication with parents using Class Dojo, planners, weekly school-family communication folder, two parent conferences, emails and phone calls as needed.	Expectations will be communicated and supported by school leadership team. District training on family engagement and parent conferences.	Instructional staff	Ongoing
Parent Trauma informed care training with conscious discipline	In partnership with Head start, monthly trainings will occur sharing conscious discipline parenting strategies for student success.	Parent workshops	Parents	Monthly

**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	Shared responsibility of secretary, parent coordinator, and leadership team	Brochures, community resource information, information about our school

Principal: \_\_\_\_\_

Date: \_\_\_\_\_