



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

Paul R. Smith Middle 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: Our mission at Paul R. Smith Middle School is to develop self-motivated life long learners who reach their highest potential. This occurs through a challenging and stimulating curriculum and the establishment of positive relationships between teachers, students, parents, and the community.

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: J. Di Vincent

Date: July, 2019

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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	Paul R. Smith Middle School will solicit and incorporate parent feedback when making decisions regarding the use of Title I funds to enhance the learning experiences of our students. Parents are encouraged to be a part of the School Advisory Council (SAC).
Date of meeting to gather parent input for Comprehensive Needs Assessment	February 21, 2019; March 28, 2019; April 25, 2019
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	February 21, 2019; March 28, 2019; April 25, 2019

**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?	<p>Paul R. Smith Middle School will partner with our families utilizing a School/Family Compact. The Compact will specify the expectations and goals for the student, family and school. These expectations will enable the student to have a meaningful experience with a focus on academic achievement.</p> <p>Paul R. Smith Middle School will solicit and incorporate parent feedback when making decisions regarding the the home compact to enhance the learning experiences of our students. Parents are encouraged to be a part of the School Advisory Council (SAC).</p>
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	Please contact the school if you would like to be a member of SAC.
Date of parent meeting to develop or revise the compact	February 21, 2019; March 28, 2019; April 25, 2019
What communication methods will be used between teachers & parents as well as school & parents?	<p>Paul R. Smith Middle School is committed to providing our families with consistent and timely information. Families will be informed of school events, volunteer opportunities, and specific student information through various modes of communication:</p> <ul style="list-style-type: none"> • School messenger phone system • School website - http://prsms.pasco.k12.fl.us/ • Social Media – Facebook and Twitter; linked to our website • Documents sent home with students – including monthly newsletters • Progress reports and report cards • myStudent parent portal • Parent and teacher conferences
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	N/A

**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>Information that is provided to the parents include the following: What is Title I, Requirements for Title I, What Title I funds are used for, How PRSMS uses their Title I funds, How parents can help the school and be involved, What parents can do to help their child, and Open Q&A.</p> <p>Parents are notified of this meeting via the School Website, Weekly School Messenger calls, Facebook, twitter, PA announcements to students, and our school marquis.</p>
Tentative date and time(s) of the Annual Title I	Our Annual Title I Meeting is planned for our Open House Date on August, 27, 2019 at 5:30 PM. The school developed a brief Powerpoint to address frequently asked questions about Title

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Meeting and steps taken to plan the meeting	I. The school will follow up on any feedback from parents.
How do parents who are not able to attend receive information from the meeting?	The Powerpoint that was shared with parents at our Open House will be available on the School Website and in the school's involvement binder for parents who did not attend to view.
How are parents informed of their rights?	Parents are informed of their rights verbally at our Annual Title I meeting as well as via a letter that is sent home with their child.

- 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	PRSMS has a full time ESOL resource staff member to provide supports to
Title IV-Homeless	PRSMS engages our district office supports within the Students in Transition program
Preschool Programs	N/A
IDEA/ ESE	PRSMS offers academic support to students with disabilities through in-class services as well as a full time learning lab.
Migrant/Homeless	PRSMS engages our district office supports within appropriate programs
Other	Pace/Reach program on campus every school day

- 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	\$ 2500.00
Explain how these funds will be used this school year	Parent engagement activities and curriculum events
How are parents involved in deciding this?	School Advisory Council procedures
How will you document parent input?	School Advisory Council minutes

- 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.**

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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>	<p>Paul R. Smith Middle School is committed to providing our families with consistent and timely information. Families will be informed of school events, volunteer opportunities, and specific student information through various modes of communication:</p> <ul style="list-style-type: none"> • School messenger phone system • School website - http://prsms.pasco.k12.fl.us/ • Social Media – Facebook and Twitter; linked to our website • Documents sent home with students – including monthly newsletters • Progress reports and report cards • myStudent parent portal • Parent and teacher 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>
Summer Success	Training to include social and emotional components, academic training for struggling learners, academic strategies, and culturally relevant teaching practices	3 day summer training, face to face	Teachers	<u>July, 2019</u>
Teacher Pre-planning week	Specific strategies to support staff with parent communication	Face to face training	Teachers and Staff	August, 2019

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School Leadership Team Training	Specific strategies on student and family engagement	Face to face	Teachers and staff	Monthly; Aug. through May
Eagle Professional Development	Specific training on Social Emotional Learning	Face to face, Early Release Days	Teachers and staff	Monthly; September through April

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	<u>Ms. Jodi Nantz and Ms. Nanette Gallati</u>	Variety of parent resource brochures covering critical topics.

10. Evaluation of the 2019-2020 Plan:

- Data Collection Sheet for School Events submitted to Title I. Date of submission: 2019, on-going** _____
- Compliance items submitted to the Title I office. Date of notice of completion: 2019, on-going** _____
- N/A – not a Title I school in 2019-20120**

Principal: J. Di Vincent _____

Date: August, 2019 _____

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Drafts of PFEP's are due to the Title I office by June 1, 2019.

**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.*

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