



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

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 lifelong 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: Joel Di Vincent

Date: August 10, 2021

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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). All parents were invited to join SAC through schoolwide communication and during Open House where the PFEP was distributed. PFEP was also emailed directly to all parents via school messenger system. A paper copy of PFEP was sent home with all students. Parent feedback is documented throughout the year in the School Advisory Council minutes and the school's Let's Talk system and district level surveys.
Date of meeting to gather parent input for Comprehensive Needs Assessment	February 15 through the 28, 2021 comprehensive needs assessment parent survey
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	February 15 through the 28, 2021 comprehensive needs assessment parent survey

**Evidence of the input gathered and how it was/will be used should 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?	District office communicated comprehensive needs assessment survey to parent via direct phone messages, direct email, as well as use of social meeting including Facebook and Twitter. The school enhanced this by also sending direct phone messages, use of social media, and posting to school website.
Date of parent meeting to develop or revise the compact	School Advisory Meeting on February 18. Direct emails to SAC members via email.
What communication methods will be used between teachers & parents as well as school & parents?	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

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	<p>various modes of communication:</p> <ul style="list-style-type: none"> • School messenger phone, email, and text 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 • Electronic survey – February 15-28, 2021 • Progress reports and report cards • myStudent parent portal <p>Parent and teacher conferences</p>
<p>Elementary schools are required to hold at least one face to face conference with parents. Explain your process?</p>	<p>NA</p>

**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.

<p>What information is provided at the meeting? How are parents notified of the meeting?</p>	<p>Information provided to the parents at the annual Title I meeting includes the following: What is Title I, requirements for Title I, what Title I funds are used for, how PRSMS uses their Title I funds, an overview of district curriculum being used and assessments for progress monitoring, how parents can help the school and be involved, what parents can do to help their child, and an open question and answer forum.</p> <p>Parents are notified of this meeting via the School Website, Weekly School Messenger calls, Facebook, twitter, and our school marquis, and district calendar.</p>
<p>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</p>	<p>August 5, 2021.</p> <p>Parents are notified of this meeting via the School Website, Weekly School Messenger calls, Facebook, twitter, and our school marquis, and district calendar. District provided level communication to all families.</p> <p>The school developed a brief PowerPoint presentation to address frequently asked questions about Title I. The school will follow up on any feedback from parents.</p>
<p>How do parents who are not able to attend receive information from the meeting?</p>	<p>Posted on school website.</p>

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How are parents informed of their rights?	Annual Title 1 letter and powerpoint presentation. Other critical title 1 documents will also be posted on the school's website.
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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 Resource teacher and Instructional Assistant
Title IX-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 support facilitation and self-contained services.
Migrant	PRSMS engages our district office supports within appropriate programs
Other	Pace/Reach program on campus every school day. One Community Now partnership Metropolitan Ministries partnership

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	\$1750.00
Explain how these funds will be used this school year	Parent engagement activities and curriculum events throughout the year.
How are parents involved in deciding this?	Parents are involved in the decision process through School Advisory Council (SAC) procedures and Comprehensive Needs Assessment parent survey.
How did you document parent input?	Parents are involved in the decision process through School Advisory Council (SAC) procedures and Comprehensive Needs Assessment parent survey.

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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	

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1. Following the conclusion of Winter and Spring MAP assessment administration, we expect 70% of students to meet or exceed the 50 th percentile growth.	School Open House and orientation	Parent involvement and engagement has a researched based positive effect of student learning. Parents will receive the orientation of the middle school program.	August 5, 2021			<u>Upon request</u>	Teachers will provide an overview of the respective school programs and classroom curriculum
	Fright Fest Family Night		October 28, 2021		x		Families will learn how to support their children with the academic rigors of middle school. These workshops aim to empower and build understanding with our parents so they can support and participate in their child's learning.
	Pi Math Family Night		March 14, 2022		x		
	TeDx Family Event		April 29, 2022		x		
	School Book Fair	Providing students and families access to grade level appropriate literacy books and other print materials to increase resources in the home.	September 27 through October 1. Parent engagement night on September 27.			<u>Upon request</u>	Print rich resources for students in the home.
2. By the conclusion of the 2021-22 school year, all teachers	Parent Teacher Conferences	Parent engagement and feedback conversations	On-going and as needed			<u>Upon request</u>	Collaborative conversations about improving student outcomes

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	PBIS Rewards Student recognition activities – student of the month, honor roll, certificates, assemblies	Eagle flight ticket systems using app – students recognized daily for success in academic, behavior, attendance	Every school day					
3. By the conclusion of the 2021-22 school year, on-track academics will improve by 10% from the previous school year.	Extended School Day	Academic support program with side by side individual and small group intervention and support.	October 18 through March 15; Monday and Tuesday from 7:30 am to 8:30 am		X			Lead teacher will provide weekly feedback to parents about student academic progress
Other:	One Book, One School	Encourages literacy skills and engagement by building a community of readers.	August 10 through October 31.					Families will engage with their children around the reading of the schoolwide book which will create a bridge between building literacy achievement levels at both home and school.
	AVID field trips and presentations	Making students and families aware of the opportunities of college and preparing them for the rigors of advanced course work.	Each Wednesday morning Per semester					Families will have opportunities to engage their students in conversations around college and career planning and readiness.

Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Title 1 parent meeting and school open house Information is updated regularly and posted on our website. Parents can utilize myStudent to monitor student progress as well as staying in touch with the teacher via email, phone calls, and social media.
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<p>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</p>	<p>Events and or Workshops will be evaluated through attendance, verbal feedback from parents on the night of the event as well as feedback surveys.</p>
<p>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</p>	<p>Families who speak a language other than English will receive district materials in their language and/or will receive support from bi-lingual staff.</p>
<p>What are the barriers for parents to attend workshops/events and how do you overcome these?</p>	<p>Transportation is a barrier with some of our parents. One way to overcome this is to try and offer events at different times of the day when they may have transportation available. We can also video our events and post on our website for any family who was unable to attend an opportunity to access the information. We will provide meals at academic parent events.</p>
<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>We will offer events at different times of the day. Parents seem to respond positively to events that include meals. Academic events will occur during the school day, late afternoon, and early evening.</p>
<p>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</p>	<p>Paul R. Smith middle school was built in 2006 and is a fully ADA compliant facility. Access ramps allow for access to all buildings and a functioning elevator allows access to second story classrooms.</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

<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, email, and text 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 Teacher Training	Specific training was done to enhance parent communication efforts	workshop	Teachers	July 19-21, 2021
Teacher Pre-planning week	Specific strategies to support staff with parent communication	Face to face training	Teachers and Staff	August 2020
Eagle Professional Development	<p>Monthly Faculty meetings – first Wednesday of every month</p> <p>Professional Learning Community Meetings – Every Thursday morning</p> <p>Interdisciplinary Team Meetings – Weekly scheduled by respective teams</p> <p>Committee Meetings – scheduled as needed</p>	In-person collaborative structures	Teachers and Staff	August through May of school year – see details

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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	Ms. Chrissie Mills, Mr. Joel Di Vincent, and Ms. Kailin Klemmer	<p>Variety of parent resource brochures and school info guides covering critical topics.</p> 

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Principal: Joel Di Vincent

Date: August 10, 2021

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.*