



2020 - 2021

**Parent and Family Engagement Plan**

School Name: Chiefland Middle High School

LEA: Levy County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

**Assurances**

The above named school agrees to the following assurances:

<p>Involve parents of children in Title I, Part A in decisions about how Title I Part A funds are spent;</p>	<p>Use the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the schools' parent and family engagement plan;</p>
<p>Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;</p>	<p>Provide each family with timely notice information regarding their to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;</p>

Jointly develop/revise plan with parents and make available to the local community;	Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field:
Involve parents and families in planning, reviewing, and improving schoolwide program plan;	Provide each family with an individualized student report about the performance of their child(ren) on the state assessments (ESEA Section 1116)

**Mission Statement**

We, the faculty of CMHS, believe our purpose is to challenge and prepare students to become productive, responsible citizens. We will encourage students within a caring and challenging community to set achievable goals and strive to reach these goals through personal excellence.

**Involvement of Families**

List and describe how the school will involve stakeholders (families, community members, school staff) in an organized, ongoing, and timely manner, in the planning, implementation, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used and the creation of School Improvement Plans (SIP) and Comprehensive Needs Assessments (CNA). (ESSA Section 1116)

Chieftand Middle High School will ensure the organized, ongoing, and timely manner of involving parents through the following methods:

- Monthly SAC Meetings
- Parent Conference Nights
- Parent and Family Engagement Surveys
- Activities throughout the year will be held to encourage and support families - Junior Journey Oct. 2020,

Freshman/Sophomore Night Oct. 2020, Senior Scholarship Night Feb. 2021, 8th Grade Registration Night April 2021, Dual Enrollment Parent/Student Night April 2021

Chieftand Middle High School parents and families are involved in the planning, review and improvement of Title I programs, including involvement in the decision making of how funds for Title I will be used. They do this by:

**Attending**

- Monthly SAC Meeting
- Parent Conferences
- Parent Activity Nights

**Reviewing**

- PFEPP
- SIP
- CNA

At the end of the school year, at the final District Advisory Council Meeting, the Title I Coordinator provides time for parents/families to provide input on the review and improvement of the schools Title I programs to including providing input on the next school year School-wide Improvement Plan, Parent and Family Engagement Plan, and the School-Parent-Student-Compact Form.

**Coordination and Integration with Other Federal Programs**

How will the school coordinate and integrate parent and family engagement programs and activities?  
How will the school coordinate and integrate parent and family activities that teach families how to help their child(ren) at home? (ESSA Section 1116)

Chieftand Middle High School will coordinate and integrate parent and family engagement programs and activities through various means, as well as:

Studies have shown that when families are engaged in their children's education, the student achievement increases and drop-out rates decrease. Parents will be "partners" with the school working together sharing their knowledge and helping to make decisions, determination of goals and outcomes for student's success.

Through the Annual Title 1 Parent Night and flex meetings, parents will be encouraged to become SAC members and/or volunteers. At SAC Meetings parents will have input as to planning, review and improvement of the Title 1 programs. CMHS will encourage every parent to fill out Parent Involvement Survey for their input. Parent survey will be used to provide guidance in the completion of the School Improvement Plan (SIP) and Parent Involvement Plan (PIP). This will allow the School and the SAC to make informed decisions on the best use of our Title I funds to improve school programs.

We will have afternoon conference sessions for students that are performing below grade level or in danger of failing. As well as, scheduled parent/teacher conferences during the school day to discuss the specific learning needs of students. These meetings will also be used to discuss transitioning into new grade level.

We will invite students and parents to 8th grade registration night to explain registration, graduation requirements, registration process and CTE programs offered.

Parent Resource Center will be available through the year with educational materials to assist parents.

Teachers will keep Skyward up to date so parents can log in and see their child(ren's) progress.

We will hold a Summer ACT Boot Camp and ACT/SAT Prep Night to help students receive concordant score of 430 on the SAT or a 19 on ACT Reading.

<b>Program</b>	<b>Coordination</b>
----------------	---------------------

Title I, Part A	Administrators and the Title I Coordinator will coordinate to provide opportunities for parent involvement at home, school and in the community. Professional development will provided to teachers on effective parental involvement practices.
Title II, Part A	Provide professional develop to teacher and provide information to parents should a teacher be out of field.
Title III	Supports ESOL teachers to support English Language Learners (ELLs) in the classroom setting as needed. Teachers participate in ESOL professional development.
Title X	McKinney Vento Program provides support to our homeless students. Our homeless students receive support for housing, curriculum and tutoring.
IDEA (Part B Preschool and K-12)	Our Pre K Teachers, Pre K Coordinator and administrators work together to coordinate a parent orientation and student transition program for students entering the regular public school program. IDEA funds support for all students with disabilities (SWD) through the use of supplemental curriculum and manipulatives and provide professional development for school personnel that provide services to SWD.

**Annual Title I Parent Meeting**

Describe the specific steps the school will take to conduct the annual meeting in order to inform parents and families of participating children about the school's Title I Program.  
 A description of the nature of the school-wide Title I Program.  
 A description of how the meeting will cover the rights of parents

A description of how the Florida School Grades are calculated and the 2020 School Grade achieved by the school.

Chieftland Middle High School will host an annual Title I Parent meeting to inform parents and families of children participating in Title I programs at the beginning of the school year.

Parents and families were notified of the meeting by:

- Facebook
- Remind
- Flyers
- Marque

A description of the school-wide Title I Program is shared with parents at our Title I Annual Meeting by

- Matthew McLelland and Cheryl Allen
- Informing parents what Title 1 is and that CMHS is a school-wide Title 1 school that the funding benefits all students. We also covered that funds are tied to student achievement, where we are currently at with school grade and what assessments the students are required to take. In addition, we reviewed the Parent rights under Title 1, The programs we offer students, Title 1 compact, curriculum we use, what the school-wide improvement plan is and how to access it, reviewed what a parent and family engagement plan entails and how parents can be involved, what the Florida standards are and how to access them, and finally what our School Advisory Council does and how to join.
- The presentation included a slide notifying them that all teachers that work at CMHS have college degrees and appropriate state teacher certification and that all Paraprofessionals that work at CMHS have an Associate's Degree or adequate score on the paraprofessional assessment.
- The presentation included a slide to let them know that in 2015-2018, we were a "B" School. Our school grade for the 2019 school year is also a "B". We earned 59 percentage points, which was three (3) points from an "A".
- Our school grade is calculated based on the percent of students scoring proficient on the FSA in Reading and Math and Science, Math, and Social Studies Achievement; the learning gains of all students in Reading and Math on FSA; the learning gains of our bottom lowest 25% of students throughout the school in Reading and Math on the FSA; graduation data; middle school/college and career acceleration data; and state end of course exams.

Below are the specific steps that Chiefland Middle High School will take to conduct the Annual Title I Parent Meeting.

<b>Activity/ Task</b>	<b>Person Responsible</b>	<b>Evidence</b>
Invitation sent home to parents (English & Spanish)	Cheryl Allen & Donna Brock	Invitations uploaded to crate folder
Presentation materials developed	Cheryl Allen & Donna Brock	Presentation/ materials uploaded to crate folder
Presentation materials submitted to Title I coordinator for review	Cheryl Allen & Donna Brock	Presentation/ materials time stamped when uploaded to crate folder
Conduct Title I meeting	Matthew Mclelland & Cheryl Allen	Rosters uploaded to crate folder

### **Flexible Parent Meetings**

How will the school offer a flexible number of meetings, such as meeting in the morning or evening?

The school will provide flexible meeting and training times throughout the year by scheduling morning, evening, and afternoon meetings and workshops. Records of parent participation will be maintained and meeting schedules will be adjusted based on parental needs.

### **Building Capacity**

How the school will implement activities that will build the capacity for meaningful parent/family engagement?

How will the school implement activities that will build relationships with the community to improve student achievement?

How the school will provide material and training to assist parents/families to work with their child(ren)?

<b>Activity/Task</b>	<b>Person Responsible</b>	<b>Correlation to Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Junior Journey, Senior Night, Senior Scholarship Night, 8 <sup>th</sup> grade registration Night, Dual Enrollment night	Katie Corbin & Stacy Drummond	Explain graduation requirements, registration process, CTE programs offered, and the process of applying for scholarships and dual enrollment.	Fall 2020 & Spring 2020	Invitation/roster/content material uploaded to PFEF crate folder
Parent Conference Nights	Teachers and Administration	Review students performing below grade level or in danger of failing	Fall 2020 & Spring 2020	Invitation/roster/content material uploaded to PFEF crate folder
Positive Post Cards	Teachers and Administration	Provide parents positive feedback on their students' actions and achievements	Fall 2020 & Spring 2020	Invitation/roster/content material uploaded to PFEF crate folder
Student/Parent Resource Center	Guidance & Administration	Educational materials for parents about various educational topics, internet, computer, and	Fall 2020 & Spring 2020	Invitation/roster/content material uploaded to PFEF crate folder



		printing access to assist students and parents with making test gains.		
--	--	--	--	--

**Staff Development**

A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff.

<b>Activity/Task</b>	<b>Person Responsible</b>	<b>Correlation to Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Parent and Family Engagement Training	Admin, Reading Coaches	When parents are engaged and involved in academic programs, they become active partners in education to support students & improve achievement	August January	Documented increase in parent/family attendance in parent conferences & activities based on rosters uploaded to PFEF crate folder
ELA cadre (6-10) will meet 6 times to collaborate and work with consultant from NEFEC to improve	Trainer/Consultant- Rhonda Clyatt & Suzanne Beck	Improve instruction by working to align curriculum and assessments to standards.	August September October January February	roster/content material uploaded to PFEF crate folder

instruction by working to align curriculum and assessments to standards.			March	
--	--	--	-------	--

**Other Activities**

How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren). (ESSA Section 1116)

<b>Activity/Task</b>	<b>Person Responsible</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Title I Resource Lab	Open to all school staff	ongoing	Resource lab sign-in roster

**Communication**

How will the school provide timely information about the Title I programs?

How will the school describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

How, if requested by parents, does the school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

How will the school ensure that the PFEIP, SIP, CNA and other documents are shared with community stakeholders?

The school utilizes the phone home system to communicate information to parents regarding activities that are going on at school. In addition, Facebook is used to share information and upcoming events. Events are posted on the marquee and school events calendar accessible on the school and district website.

Teachers and parents email on a regular basis to communicate regarding scheduling parent conferences.

Teachers and Administration utilize Remind app to inform parents of assignments, tests, and events.

During the Annual I Parent Meeting information will be shared with parents regarding Title I programs, curriculum and academic assessments will be presented. Parents will also receive information regarding opportunities for involvement, decision-making for their child. After the general meeting, students and parents will receive specific information regarding curriculum and assessment plans from the teachers. Sign-in sheets will be collected. Packets of the information presented will be sent home by students the first week of school to parents unable to attend the meeting.

### **Accessibility**

Describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.

Afternoon/Evening Parent/Teacher Conferences

Marquee

Send home letters

Send home Bi-lingual formats

Phone Home System

Facebook

Reminder

School office staff is trained regarding the legal rights of immigrant students, registration procedures, and right to attend school. The Parent Involvement Policy will be summarized in a brochure that will be printed in a language understandable to the parent and backpacked home during the first couple of weeks of school. The complete PFEF, SIP & CNA will be linked from the school's website.

Documents will be distributed in English and Spanish. A translator will be available at the school office and at parent events as needed.

Information will be provided and assistance to parents and students with disabilities as needed.

**Barriers**

Describe identified barriers that hindered the participation by parents during the previous school year.


A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disable, have limited English proficiency, and parents/families of migratory children). (ESSA Section 1116)

<b>Barriers (Including specific subgroup)</b>	<b>Step(s) to overcome barrier</b>
Annual 1 Title 1 Parent Meeting - Parents with children at the elementary school wanted to be able to attend meetings for their elementary, middle and high school students	We scheduled a later time that did not overlap the other schools meetings.

Language Barrier	We have one bi-lingual teacher that are available for IEP's, ESOL and parent conferences. They also assist in translating documents
COVID Pandemic – social distancing	Provide information electronically.

**Adoption**

The Parent and Family Engagement Plan have been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by SAC meeting minutes.

<b>Signature of Principal</b>	
<b>Date signed</b>	08/11/20