

**Area of Focus 2**

**Area of Focus 2: Parent and Family Engagement Plan (PFEP)**

1. Using the data of choice, provide the LEA measurement of parental involvement participation and the basis for the identified need. Please identify the source data that is used.

**Response:**

*Spring 2017 Title I Annual Parent Survey results indicated that 74.09% of parents have attended between 1-5 parent events held at their child's Title I School. 18.18% of the total survey respondents have attended at least 1-2 of the Title I parent involvement events offered at their school.*

*Based off the Spring 2017 Title I Parent Survey there is an additional need for understanding grade level expectations and academic standards (36.36%), as well as, a need for learning assistance between the parent and student at home (21.37%).*

2. Parent & Family Engagement Mission Statement

**Response:**

*The School District of Clay County, recognizing parents as full partners in their child's education, will promote meaningful, two-way communication between the school and home. The School District of Clay County will encourage active parental promotion in programs, activities and decisions involved in the education of their child. With continued outreach for parental support and feedback, The School District of Clay County will work to improve parent understanding of current academic standards and social-emotional learning expectations for the future success of our county's students.*

3. List the budget line item(s) that are associated with this area.

60	65	68	69
70	71	75	76

4. Engagement of Parents

Describe the actions the LEA will take to involve parents in the following required policies/plans:

- LEA-wide parent and family engagement policy (PFEP)[Section 1116(2)];
- LEA plan [Sections 1112(b), 1112(d)(1 and 2)]; and
- How the funds reserved for parent and family engagement will be spent [Section 1116(a)(3)].

**Response:**

*The LEA will involve parents in the Parent and Family Engagement policy and plan throughout our district wide Parent Advisory Council (PAC) meetings with feedback and suggestions, as well as, through our District Advisory Council (DAC) meeting's feedback. The Spring 2018 Title I Parent Survey will address Parent and Family Engagement policy notification, suggestions and feedback results. The LEA Parent and Family Engagement Plan will be made available through PAC and DAC meetings, as well as, located on the district website ([www.oneclay.net](http://www.oneclay.net)) and available upon request at the District Title I Office. Varied language opportunities will also be available upon request or need. Title I Spring 2017 parent survey results and PAC/DAC parent feedback indicate a need to address academic standards and continual promotion of at-home learning connections. The Parent and Family Engagement funds will be utilize to improve our current PAC meetings to include the above components and allow parents to leave PAC meetings with strategies and tools to help them better prepare their students at home. The LEA Parent and Family Engagement funds usage is discussed at PAC meetings to include parent feedback and suggestions for improvements of future PAC meetings.*

5. Technical Assistance

- Describe the actions the LEA will take to provide coordination, technical assistance, and other support necessary to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities which build the capacity of parents to improve the academic

achievement of their child and overall school performance [Section 1116(a)(2)(B and C) and 1116(e) (1-14)].

- Include a description of the process the LEA will use to review the school-level P&FE to ensure compliance with all requirements of Section 1116 [34 CFR 200.21(c and d)].
- Include information on how the LEA will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request [Section 1116(e)(14)].

**Response:**

*The Supervisor of Elementary Education, Assistant Superintendent of Curriculum and Instruction, District Title I Specialist and School-Level Title I Leads will be responsible for providing technical support and facilitative leadership to help schools with planning and implementing parent and family engagement activities. The Supervisor of Elementary Education and District Title I Specialist will offer support and continual professional development throughout the school year in regards to the overall improvements of student achievement and help with parental involvement barriers.*

*The Supervisor of Elementary Education and District Title I Specialist will provide guidance for school-level Title I Leads when completing the Parent and Family Engagement Plans. Approvals and feedback of the Parent and Family Engagement Plan will be monitored by the District Title I Specialist to ensure compliance of all requirements of the plan are met. On-site quarterly visits by the Title I office, LEA Approval of expenditures, monthly review of evaluations of parent involvement activities and ensuring, to the extent possible, that information is sent home in a language and form parents can understand.*

*The Supervisor of Elementary Education or his/her designee, will review the school level Parent and Family Engagement plans, activities and policies in the spring of each year for the following school year for compliance with all requirements of Section 1116. Suggestions and revisions will be included in the Comprehensive Needs Assessment and discussed with school's during their on-site consultation for the coordination of School Advisory Council's review, input and feedback.*

6. Coordination and Integration

Describe how the LEA will coordinate and integrate parent and family engagement strategies from Title I, Part A of with other federal programs (including but not limited to Head Start, Early Reading First, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Title I, Part C and Part D, Title III, and Title IV, Part A) [Sections 1116 (a)(2)(D) and 1116(e)(4)]. In the text box, please formulate your responses as follows:

1. Program & Coordination

**Response:**

*Joint parent meetings are held with the coordination of the Title III department and VPK. Year long collaboration to present information, strategies and materials to parents are held at the tri-annual Parent Advisory Council meetings. Clay County's Title I Department meets with Episcopal Children's Services (VPK) and Clay County School's "Project Reach" program to coordinate the delivery of education, psychological, social, medical, childcare and other related services. The purpose of these meetings is to help facilitate collaboration among community agencies for children and their families, as well as, assist agencies who serve Clay County's schools with program implementation as needed.*

7. Annual Evaluation

With the inclusion of parents, describe the actions the LEA will take to conduct an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of the Title I, Part A schools [Section 1116(a)(2)(E)].

**Response:**

*The Spring Title I Survey is conducted in the spring by the Supervisor of Elementary Education. The survey is sent to all PAC Members and parents of children attending Title I Schools in Clay County. Additionally, open dialogue and listening sessions will convene as a means for retrieving information and data related to topics of interest and barriers, as needed. Careful analysis will be done to identify patterns and trends that are potential barriers hindering parent participation in decision making related to parent*

*involvement. Results will be used to adjust activities in current plans, as well as, for the revisions of future plans. All findings will be compiled at the District Title I Office and reported to the PAC members for revisions, changes and/or deletion to the Parent and Family Engagement Plan. In the first quarter, the new Parent and Family Engagement Plan will be reviewed at the first PAC meeting for fidelity and approval of parents. Input on the creation of the plan will be evaluated on the school-level in the beginning of the year School Advisory Council (SAC) meetings.*

#### 8. Building Capacity

If the LEA plans to implement LEA-wide parent and family engagement activities, describe the actions that will be taken to build the schools' and parents' capacity. The plan should demonstrate a partnership among the school, the parents, and the community to improve student academic achievement [Sections 1116(a)(2)(C), 1116(e)(1-14)]. Please formulate your responses as follows:

##### 1. Content and Type of Activity

- A. Person Responsible
- B. Anticipated Impact on Student Achievement
- C. Timeline (including frequency and duration)
- D. Evidence of Effectiveness
- E. Research based evidence

#### **Response:**

*1. Parent Advisory Council Meetings: Provide parents examples of strategies and take home materials designed to engage parents in at-home support and increase understanding of academic standards. Increase opportunities for parental input into programs and policies.*

*A. Person Responsible: Supervisor of Elementary Education, Professional Development Specialist, Title I Curriculum Specialist, District Title I Specialist*

*B. Anticipated Impact on Student Achievement: Increase accessibility to new learning strategies and materials will increase parents awareness of instructional methods, increase engaged learning times and facilitate increased academic achievement. Meaningful contribution in the decision-making process of schools increases the likelihood that parents will become invested with their children's education.*

*C. Timeline: October 2017-May 2018; Triannual Meetings; 1 hour long session*

*D. Evidence of Effectiveness: Completion of LEA Approved Parent and Family Engagement Plans, Evaluation of parent feedback forms*

*E. Research-Based Evidence: "When schools, families, and community groups work together to support learning, children tend to do better in school, stay in school longer, and like school more." That's the conclusion of A New Wave of Evidence, a report from Southwest Educational Development Laboratory (2002).*

*2. District Advisory Council Meeting: Collaborative meeting between Title I Schools, the Title I Department and Parents*

*A. Person Responsible: Supervisor of Elementary Education; Title I Specialist*

*B. Anticipated Impact on Student Achievement: Meeting is held to recap parent activities and their effectiveness on an individual school basis. Staff and parents are encouraged to develop ideas and suggestions during the meeting. Current information is delivered where input into next year's programming can be developed. Parent involvement activities will improve as a result of this impacting overall student achievement.*

*C. Timeline: May 2018; 1 Hour Session; Annual Meeting*

*D. Evidence of Effectiveness: Parent Feedback and Spring 2018 Title I Survey Results*

*E. Research-Based Evidence: "Educators benefit when family involvement is strong, as school staff gain an awareness of the ways they can build on family strengths to support students' success (Caplan, 2000)."*

*3. Availability of Online Parent Kiosks: Ensuring Title I Schools have an online parent kiosk available at the front entrance for accessibility to online reports, the Parent Portal, student grades and parent communication.*

*A. Person Responsible: Supervisor of Elementary Education*

*B. Anticipated Impact on Student Achievement: Parent kiosks will be available for parents to view student grades, report cards and behavioral communications between the parents and teachers. This will allow parents ease of access to the most current academic progress their students are making, which will result in a greater understanding of the academic and behavioral needs parents can address at home.*

*C. Timeline: Ongoing 2017-2018*

*D. Evidence of Effectiveness: Parent Portal Registrations, PAC Feedback*

*E. Research Based Evidence: "In this 2015 study, teachers sent weekly messages to parents (via phone call, email, or text) with suggestions on areas that their children could improve or with positive messages. These messages led to higher-quality conversations at home and reduced the course dropout rate from 16% to 9%."*

*Research Cited: Kraft, M. A., & Rogers, T. (2015). The underutilized potential of teacher-to-parent communication: Evidence from a field experiment. Economics of Education Review, 47, 49-63.*

## 9. Staff Training

Describe the professional development activities the LEA will provide, with the assistance of the schools and parents, to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1116(e)(3)]. Please formulate your responses as follows:

### 1. Content and Type of Activity

- A. Person Responsible
- B. Anticipated Impact on Student Achievement
- C. Timeline (including frequency and duration)
- D. Evidence of Effectiveness
- E. Research based evidence

### **Response:**

*1. Parent Engagement Best Practices Faculty Training: LEA facilitated training on successful parent involvement strategies. The training will encourage faculty to implement best practices for parent involvement.*

*A. Person Responsible: Title I Specialist, School-Level Title I Lead*

*B. Anticipated Impact on Student Achievement: Training provided to Title I school faculty by the LEA or School-Wide Title I Lead on meaningful parent involvement. Increasing parent activity at school and at home in effort to increase the student's overall level of academic achievement.*

*C. Timeline: Ongoing 2017-2018; 1 Hour Session; 1 Required Session, Additional Sessions as Needed*

*D. Evidence of Effectiveness: Staff Feedback Forms, Spring 2018 Title I Survey Results*

*E. Research-Based Evidence: "After reviewing the literature and pooling findings across the sectors, we have arrived at four assumptions about the workforce as it relates to child outcomes: Professional staff*

development is one key activity in a larger system of overall workforce development." Harvard Family Research Project; *The Evaluation Exchange*, Volume XI/4 (2005/2006)

2. *Parent Advisory Council Meetings: Training opportunities and resources for parents and participating staff on effective school to home communication.*

A. *Person Responsible: Supervisor of Elementary Education, District Title I Staff*

B. *Anticipated Impact on Student Achievement: Participants will develop their knowledge of volunteer programs, take home strategies and community topics to increase their understanding of how to progress student achievement.*

C. *Timeline: October 2017-May 2018; Triannual Meetings; 1 hour long session*

D. *Evidence of Effectiveness: Handouts produced, Agendas, Parent Feedback Forms, Sign-In Sheets*

E. *Research Based Evidence: Meaningful family involvement is a powerful predictor of high student achievement. Students attain more educational success when schools and families work together to motivate, socialize, and educate students (Caplan, 2000).*

#### 10. Communication and Accessibility

Describe how the LEA will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the LEA plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

**Response:**

*The District's Title I Program works in conjunction with the District's ESOL program, Exceptional Student Support Services Program, school-based facilitators of the Neglected/Delinquent and Homeless program to offer various training and parent involvement opportunities based on Title I School need. Materials for the parental involvement activities will be offered, when feasible, in varied languages. The District's Supervisor of Elementary Education and staff will monitor schools to make certain that materials are provided in the appropriate language. Also, the district has access to the coordinator of the Migrant Program, who are speakers of other languages and available to translate for parents upon request.*

*LEA sponsored and school-level parent involvement activities offer free childcare and snacks for all families attending. Parental involvement activities are offered at a variety of times to include morning, afternoon (during school hours) and evening events. Virtual meetings will be offered, as well, so that parents and staff can attend these at their closest, convenient location. At each parent event, feedback is collected and evaluated to help improve future events.*

*All Title I Schools communicate parent involvement activities through a variety of approaches to include: School Websites, Facebook pages, marquees, newsletters, school correspondences, flyers, brochures, pamphlets, calendar of events, mailings, emails, robo and personal phone calls. Varied language opportunities of these communications is available upon request or need.*

*All district schools and offices have entrance and exit ramps to accommodate parents and students with physical disabilities, as well.*

#### 11. Discretionary Activities

The LEA parent and family engagement policy may include additional discretionary activities that the LEA, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement [Section 1116(e)].

Check here if the LEA does not plan to implement the discretionary parent and family engagement activities.

If your district does plan to implement these activities, please formulate your responses as follows:

1. Activity

- A. Description of Implementation Strategy
- B. Person Responsible
- C. Evidence of Effectiveness
- D. Timeline (including frequency and duration)
- E. Research based evidence

**Response:**

1. *Paying reasonable and necessary expenses associated with parental involvement activities, including transportation, child care costs and food, to enable parent to participate in school-related meetings and training sessions.*

A. *Description of Implementation Strategy: Pay requested reasonable expenses to conduct meetings with parents.*

B. *Person Responsible: Supervisor of Elementary Education, Title I District Representative, Title I Schools*

C. *Evidence of Effectiveness: Increased parental involvement as proof from Sign-In Sheets, Parent Feedback Forms*

D. *Timeline: Ongoing 2017-2018*

E. *Research Based Evidence: "Typically, quality programs are developed in collaboration with parents and reflect their needs and interests. Offering child care, translators, and multiple opportunities to hear information go a long way toward expressing a school's genuine interest in parent input." (<http://www.readingrockets.org/articles/by-author/63481>)*

2. *Adopting and implementing model approaches to improving parental involvement with volunteers and school staff.*

A. *Description of Implementation Strategy: Each school is providing parent volunteer training to match parents to classroom needs.*

B. *Person Responsible: Title I Lead Teacher, Volunteer Coordinator, Parent and Family Engagement Liaison*

C. *Evidence of Effectiveness: Volunteer Orientation Sign-In Sheets, Feedback Forms*

D. *Timeline: Initial Meeting in Summer/Fall 2017 and On-Going 2017-2018*

E. *Research Based Evidence: "Henderson and Mapp (2002) report evidence that volunteers can be significant resources in helping*

*create a supportive and welcoming environment at schools and facilitating students' behavior and performance."*

3. *Parent Advisory Council Meetings to include Book Study Component.*

A. *Description of Implementation Strategy: Parent Advisory Council Meetings are held three times a school year. In hopes to help develop literacy and parent involvement participation we will include a book study component to our P.A.C. meetings that will include at-home strategies for better parent/student communication and increase behavioral understandings.*

B. *Person Responsible: Supervisor of Elementary Education, District Title I Staff, Title I School Leads/Staff*

C. *Evidence of Effectiveness: Parent Participation through Sign-In Sheets, Parent Feedback Forms*

D. *Timeline: Three times a school year from October 2017-May 2018, 1 hour sessions*

*E. Research Based Evidence: "When parental involvement programs involved real reading and included enjoyable and easy-to-use activities that provided a connection between school and home, children reported reading more often at home in their free time with adults (Morrow & Young, 1997)"*

12. Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan:

Uploaded Document

**Evaluation of the Previous Year's Parental Involvement Plan**

13. Building Capacity Summary

Provide a summary of the activities offered to help build the capacity of parents improve their children academic achievement [Section 1116(e)(1-2)]. Please formulate your responses as follows:

A. Content and Type of Activity

A. Number of Activities

B. Number of Participants

C. Anticipated Impact on Student Achievement

**Response:**

*1. Parent Advisory Council Meetings (Parent Involvement Activity to promote academic understanding, provide community based safety strategies and build communication between district and school participants.)*

*A. Number of Activities: 2, 2+ Hour Sessions*

*B. Number of Participants: 43*

*C. Anticipated Impact on Student Achievement: Parent Involvement Plans and strategies are discussed and evaluated by parent feedback to help build a more effective way of bringing families and community together to increase overall academic success.*

*2. District Advisory Council Meeting (Collaborative Meeting of All Title I Schools, Title I District Staff and Parents)*

*A. Number of Activities: 1*

*B. Number of Participants: 50*

*C. Anticipated Impact on Student Achievement: Parents and Title I Schools will gain insight into Title I Practices, opportunities to offer feedback on activities and gain an understanding of Title I Services. Meaningful contribution in the decision making process will increase the likelihood of parents becoming invested in their child's education.*

*3. Availability of online parent kiosk (Parent kiosks with computers and availability access to student report cards, behavioral events and teacher communication.)*

*A. Number of Activities: Ongoing: Parent Portal Registration Monitored at least once every two weeks.*

*B. Number of Participants: Average 66.38% of Title I School parents are registered on the Portal*

*C. Anticipated Impact on Student Achievement: An increase in Parent Portal participation directly correlates with those who are aware of students' academic progress, therefore increasing parent involvement in education.*

#### 14. Staff Training Summary

Provide a summary of the professional development activities provided by the LEA to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1116(e)(3)]. Please formulate your responses as follows:

##### A. Content and Type of Activity

A. Content and Type of Activity

B. Number of Activities

C. Number of Participants

D. Anticipated Impact on Student Achievement

#### **Response:**

##### *1. LEA Facilitated Training on Successful Parent Involvement Strategies*

*A. Training provided to Title I School Faculty by the LEA or Title I School Lead on meaningful parent involvement.*

*B. Number of Activities: 1 required per school (8 Title I Schools)*

*C. Number of Participants: 80*

*D. Anticipated Impact on Student Achievement: Title I Schools are provided staff training by the Title I LEA Department and/or the Title I Lead to help develop and understand the importance of parent involvement in the school community. School personnel will increase their awareness and ability to work effectively with parents and increase the school to home connection.*

#### 15. Private School Summary

Provide a summary of the parent and family engagement activities provided for private schools implementing a Title I, Part A program [Section 1120(a)(1)]. Please formulate your responses as follows:

##### A. Content and Type of Activity

A. Content and Type of Activity

B. Number of Participants

C. Schools Participating

D. Anticipated Impact on Student Achievement

#### **Response:**

*A. Parent Advisory Council Meeting-Title I LEA District provided meeting for take away activities and at-home parent support strategies.*

*B. Number of Participants: 0*

*C. Schools Participating: 5*

*D. Anticipated Impact on Student Achievement: The anticipated impact was to increase school and parent connections to better increase parent knowledge of academic strategies to implement at home and increase overall student academics.*

#### 16. Barriers (LEA Plan Infusion):

Describe the barriers which hindered participation by parents in parent and family engagement activities during the previous school year. Include the steps the LEA will take during the upcoming school year to overcome the barriers and design more effective parent and family engagement policies (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or are of any racial or ethnic minority background) [Section 1116(a)(2)(E)]. Please formulate your responses as follows:



A. Barrier (Including the Specific Subgroup)

B. Steps the School will Take to Overcome

**Response:**

*A. Barrier: Non-Public School Participation*

*B. Steps the Schools will Take to Overcome: To increase the participants of non-public schools, we working on more awareness of parent involvement activities that is taking place during consultation and informal non-public school visits.*

*A. Barrier: Time of Events*

*B. Steps the School will Take to Overcome: Offered varied time and locations with school-based sites and a virtual meeting as needed.*

17. Best Practices

Describe the parent and family engagement activity/strategy implemented during the previous school year that the LEA considers the most effective. This information may be shared with other LEAs as a best practice. Please formulate your responses as follows:

A. Content/Purpose

B. Description of the Activity

**Response:**

*A. Content/Purpose: Virtual Parent Advisory Council Meeting (Decrease barrier of remoteness of area and increase parent involvement participants)*

*B. Description of Activity: P.A.C. meetings took place in a variety of community locations, but with the implementation of the Virtual P.A.C. meeting and the time of the meeting, parents were able to drop off their students and attend the Virtual Meeting at their school locations. The incorporation of assessment information, software/curriculum information and cyber-bullying prevention parent feedback was positive and participation was increased.*