



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2020-2021

Wendell Krinn Technical High 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:

Wendell Krinn Technical High School believes parents are the key to the educational success of their student. We see parents as a valuable resource in developing the most effective educational plan for each student. As a school, we strive to be a part of the community and a place where parents are always welcome. We recognize the need to work with parents and families to accomplish our goals of academic achievement and personal growth for each student.

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: Dr. Chris Dunning

Date: April 28, 2020

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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	WKTHS parents had multiple opportunities in 2019-20 to review, analyze, and recommend interventions to address areas of concern in our student and school performance data. Seven regularly attending parents on our School Advisory Council (SAC) participate in ongoing reviews and provide input (see meeting dates below). Additionally, WKTHS disseminated our annual Title I survey via our website, emails, and social media to solicit input to support the development of our comprehensive needs assessments, school improvement plan goals, and Title I parent/family engagement plan.
Date of meeting to gather parent input for Comprehensive Needs Assessment	Dec. 18, 2019 SAC, Jan. 22, 2020 SAC, Feb. 19, 2020 SAC and ongoing Title I annual survey (pulled Feb. 2020)
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	April 22, 2020 SAC Meeting

**Evidence of the input gathered and how it was/will be used should be 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?	Input from the annual Title I survey and a SAC survey were included in the comprehensive needs assessment presented to SAC on Feb. 19, 2020. SAC parents then provided input and recommendations for revising WKTHS' parent compact using an interactive Nearpod tool during the SAC meeting on April 22, 2020.
Date of parent meeting to develop or revise the compact	April 22, 2020
What communication methods will be used between teachers & parents as well as school & parents?	<p>WKTHS staff use multiple methods to communicate with parents. For example, WKTHS teachers regularly call parents and are required to document their contacts in myEWS. Additionally, teachers use emails and a variety of social media to communicate with parents, including but not limited to Facebook, Twitter, Instagram, and Remind. The COVID-19 pandemic taught us that parents respond better to text messages, which teachers were able to send via Google Voice. As such, we will continue to promote this method of contact in 2020-21.</p> <p>The school also uses a variety of methods to communicate with parents. We regularly update our website with important information; however, social media (Facebook, Twitter, & Instagram) are more effective in alerting parents to important information. Additionally, the principal sends out weekly robo-calls with important information. He also uses an email distribution list to send out</p>

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	information. The district recently provided us with access to LetsTalk, which is an email portal for parents with workflow assignments and customer satisfaction rating functions that we hope to continue to use to respond to urgent parent requests in 2020-21. School administrators will also explore the possibility of texting parents through the district’s robo-call software in 2020-21.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	Not applicable

**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.

What information is provided at the meeting? How are parents notified of the meeting?	Parents will receive information about the Title I section of the Every Student Succeeds Act (ESSA, 2015), its primary purposes, schools’ responsibilities under Title I, our Title I Compact, what Title I funds can and cannot be spent on, the results of our annual Comprehensive Needs Assessment, our 2019-20 Title I Plan, opportunities for parents to participate in school governance and opportunities for parents to learn more about how to get more involved in and to best support their child’s education. Parents will be notified of the meeting via school marquee, robo-calls/robo-texts, flyers and announcements posted on our website and social media sites.
Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting	Title I Parent Night on Thursday, August 27, from 6-8pm Wendell Krinn Technical High School’s administrative and leadership teams will meet during pre-school (Aug. 3-7) to review requirements for our annual Title I Information presentation and to develop an agenda and scripts that highlights parent’s rights under Title I (ESSA, 2015).
How do parents who are not able to attend receive information from the meeting?	The presentation will be videotaped and posted online, along with an electronic version of a Title I brochure, so parents who cannot attend this event can still access this important information.
How are parents informed of their rights?	Parents will be informed of their rights under Title I as part of a presentation and accompanying brochure disseminated at our annual Title I Parent Night on Monday, August 26. Parents will have opportunities to ask questions regarding their rights as part of the presentation. The presentation will be videotaped and posted online, along with an electronic version of the Title I brochure, so parents who cannot attend this event can still access this information. Additionally, parents’ rights under Title I are listed under the “Parents” tab on our website.

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	MTSS Provided by Student Services Staff & Diagnostic Assessments: MTSS supports at WKTHS are, in part, supported through Title I funds. MTSS supports include graduation enhancement resources (SSPS), ESD/ESY/ATS programs, and services/supports provided by Title I funded discipline assistants. ELL students benefit from MTSS services and supports at WKTHS.
Title IX-Homeless	MTSS Provided by Student Services Staff & Diagnostic Assessments: MTSS supports at WKTHS are, in part, supported through Title I funds. MTSS supports include graduation enhancement resources (SSPS),

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	ESD/ESY/ATS programs, and services/supports provided by Title I funded discipline assistants. Title IV (Homeless) students benefit from MTSS services and supports at WKTHS.
Preschool Programs	Not applicable
IDEA/ ESE	MTSS Provided by Student Services Staff & Diagnostic Assessments: MTSS supports at WKTHS are, in part, supported through Title I funds. MTSS supports include graduation enhancement resources (SSPS), ESD/ESY/ATS programs, and services/supports provided by Title I funded discipline assistants. ESE students benefit from MTSS services and supports at WKTHS.
Migrant	MTSS Provided by Student Services Staff & Diagnostic Assessments: MTSS supports at WKTHS are, in part, supported through Title I funds. MTSS supports include graduation enhancement resources (SSPS), ESD/ESY/ATS programs, and services/supports provided by Title I funded discipline assistants. Migrant students benefit from MTSS services and supports at WKTHS.
Other	MTSS Provided by Student Services Staff & Diagnostic Assessments: MTSS supports at WKTHS are, in part, supported through Title I funds. MTSS supports include graduation enhancement resources (SSPS), ESD/ESY/ATS programs, and services/supports provided by Title I funded discipline assistants. All students benefit from MTSS services and supports at WKTHS.

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	\$6,500
Explain how these funds will be used this school year	WKTHS' portion of Title I funds to support parent and family engagement will primarily be used to support our quarterly parent engagement events where parents have opportunities to learn more about WKTHS'/MTCs' programs/procedures, state standards, curriculum, assessments, graduation/career pathways, post-secondary enrollment requirements, scholarships/financial aids and parenting. Title I funds will be used to print, laminate, copy, and mail information to parents. Additionally, these funds will be used to purchase food and snacks for these events, including dinner for participants at our Brighter Futures parent night, which is a well-attended event parents learn more about college admissions requirements and financial aid opportunities. We will also use these funds to disseminate information to our prospective and newly-accepted families.
How are parents involved in deciding this?	Parent input regarding how Title I funds earmarked for parent/family engagement was gathered through the comprehensive needs assessment process, which included data from the Title I annual survey and SAC parent survey. Additionally, SAC parents provided input on how to spend these funds via an interactive function of Nearpod at our April 22, 2020 virtual SAC meeting.
How did you document parent input?	Parent input is documented in the aggregate results of our Title I annual survey (SurveyMonkey), SAC parent survey (MachForm), and comprehensive needs assessment presentation and narrative. Parent input can also be evidenced and derived from the interactive discussion board used at our April 22 virtual SAC meeting.

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.**

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<u>Building Capacity of Parents</u>	<u>How will this impact Student Achievement ?</u>	<u>Tentative Date/Time</u> Are they flexible?	<u>Check all that apply.</u>				<u>How will this support learning at home?</u>	<u>SUP Goal (s) this Strategy supports</u>
			<u>Transportation</u>	<u>Meal Refreshments</u>	<u>Childcare</u>	<u>Translation</u>		
Fall Parent Night	Course/Program of Study Selection	August 2020		X	X	X	Establish expectations for student performance and open lines of communication between teacher and parents	High-Impact Instruction Collaborative Culture
Winter Parent Night	Decreased Course Failures	December 2020		X	X	X	Increased awareness of performance requirements/expectations will provide parents with the information they need to help ensure students work toward their academic goals at home.	Data-Driven Decision Making
Brighter Futures Parent Night	Increased Post-Secondary Enrollment Rates	February 2021		X	X	X	Parents will learn more information about post-secondary education institution admission requirements and about how to apply for financial aid and scholarship opportunities.	Collaborative Culture
Spring New Student/Parent Open House	Decreased course failures in Grade 9 and decreased withdraw rates	April 2021		X	X	X	Will allow parents/students to tour programs/facilities, meet teachers, complete/submit registration paperwork, obtain supply lists/syllabi, and ask questions.	Collaborative Culture
Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Parents are provided information regarding curriculum, achievement levels, course/program of study options, graduation requirements, financial aid/scholarship opportunities, post-secondary enrollment requirements as part of presentations and handouts disseminated at advertised parent night events. This year these presentations will be recorded on video and posted online, along with accompanying handouts, on the school's website.							
How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?	Participating parents who provide their email addresses will receive links to online surveys designed to evaluate the effectiveness of our parent and family engagement events and to assess parents' needs.							
Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.	Wendell Krinn Technical High School is fortunate to employ many staff who are bilingual and who speak a variety of world languages including: Spanish, French, Farsi, Bosnian, and ASL. These staff will be available to translate speech and documents at planned parent universities and other events. In the event that a member of staff cannot translate information for parents, we will seek support from the district to translate information.							
What are the barriers for parents to attend workshops/events and how do you overcome these?	Primary barriers are time, transportation, child-care and poverty. Events will be held at convenient times; presentations will be videotaped and posted online. A school extracurricular organization will provide free child care, and the principal will use discretionary funds to purchase low-cost meals for families that attend.							
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Due to schedule and staffing barriers, WKTHS can only plan/host evening meetings. These meetings are always scheduled to begin after 6 p.m., thus making it easier for most working parents to attend. This year we will video record all presentations and post them online, along							

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	with accompanying handouts, so parent who cannot attend these events can have access to the same information as parents who attended at any time. Computers with internet access will be available in our Student Services Center for those parents/family members who do not have computer or internet access.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	WKTHS' facilities are fully ADA compliant. There are no barriers for parents with disabilities to participate in any parent and family engagement event.

**These events should be included on the Data Collection Sheet for School Events.*

7. Utilize strategies to ensure meaningful Communication

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school	WKTHS faculty, staff and administrators will use a variety of media/methods to maintain exceptional communication with parents and families. First, WKTHS acknowledges the effectiveness of proactive, face-to-face communication. As such, WKTHS' administrative and leadership teams are implementing improved procedures to require teachers to call parents/families to address academic performance and behavioral concerns more frequently and to increase opportunities for face-to-face parent/teacher conferences. In addition, WKTHS will continue to send letters in the mail, use the auto-dialer system weekly to inform parents of upcoming events, maintain our website, post information on social media, use Remind app functions, publish e-newsletters and update/use myStudent (Focus) to communicate with parents/families. In response to input gathered from parents at SAC meetings in 2018, staff will video record informative presentations and post them online, along with accompanying handouts, so parents/families that cannot attend events on campus will still have access to this information.
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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>
Universal Design for Learning Professional Development	Staff will engage in a 6.5 hour training on UDL to support efforts to redesign instruction to provide multiple means of representation, multiple means of action/expression, and multiple means of engagement. UDL is a research-based approach to providing differentiated supports for all students. School leaders will also provide ongoing UDL training as part of twice monthly faculty meetings.	Workshop/Book Study	Teachers, Counselors and Administrators	June 1, 2020
Parent/Community Engagement Workgroup	Staff who volunteer to serve on this workgroup will focus entirely on increasing and enhancing opportunities for WKTHS staff and students to engage with parents and the broader community.	Workgroup	Teachers, Counselors, Support Staff, and Administrators	Monthly (2 nd Tuesday)
Monthly Early-Release Socio-Emotional Learning Professional Development	Staff will participate in monthly trainings on how to support students' social-emotional growth and wellbeing.	Workshop	Teachers, Counselors, Support Staff, and Administrators	Monthly (3 rd Wednesday)

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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>
Student Services Center	Melissa Olen, (727) 774-3918, molen@pasco.k12.fl.us	Title I Parent Brochure, SAC Brochure, Title I Parent & Family Engagement Plan, Title I Compact, WKTHS Course Selection Cards, FAFSA Application Info., Scholarship Opportunities, GED/College Admission Testing Info., Contact Info. for Local Social Service Organizations

Principal: Dr. Chris Dunning

Date: April 28, 2020

Drafts of PFEP's are due to Title I Crate by April 28th, 2020.

**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.*