



Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco 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:

Pasco Middle School's vision for engaging families is to invite all families to quarterly Community Connections nights, highlighting not only student work/accomplishments, but also providing learning opportunities for families through Parent University sessions. We will also engage more families in School Advisory Council and will be instituting a PTA. Our Parent Pirate Crew will be a focal point as well so that we can have more parent/family engagement on campus during the school day. We are also working to engage our entire feeder pattern through instituting a K-12 Global Perspectives Showcase.

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: _____

[Handwritten Signature]

Date: _____

10/9/23

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

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	Parents and students were invited to participate in the planning, review, and development of the CNA and Title 1 program via a Title 1 Parent Input meeting. The invite was put out through social media, weekly phone calls and emails, and the weekly parent newsletter. Feedback was given via a School Advisory Council meeting in February and online input surveys if they were not able to attend the meeting. The feedback that was given was documented on a feedback form as we went through each item on the agenda. The input that was recommended for the Student Compact was reviewed in March to make sure all the recommendations were added to the Student Compact. The input that was recommended for the Parent & Family Engagement was reviewed at a parent meeting in March to make sure all the recommendations were added to the document.
Date of meeting to gather parent input for Comprehensive Needs Assessment	February 14, 2023 – Family Engagement Plan review and input & Parent Survey, Parent Focus Group Questions and CNA review, Review/revise Family Engagement Plan and School Compact & communicate Parent Survey results
Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan	February 14, 2023 – Family Engagement Plan review and input & Parent Survey, Parent Focus Group Questions and CNA review, Review/revise Family Engagement Plan and School Compact & communicate Parent Survey results February 14, 2023 - review allocation of Title 1 funds for the 22-23 school year

- 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?	Parents and students were invited to participate in the review of the school compact via a Title 1 Parent Input meeting within a School Advisory Council. The invite was put out through social media, weekly phone calls and emails, and the weekly parent newsletter. Feedback was given via a SAC meeting in March and online input surveys if they were not able to attend the meeting that were put out. The feedback that was given was documented on a feedback form as we went through the compact. The input that was recommended for the Student Compact was reviewed in March to make sure all the recommendations were added to the Student Compact.
Date of parent meeting to develop or revise the compact	On February 14, 2023, we reviewed the current school compact and made some adjusted to the compact for next year.
What communication methods will be used between teachers & parents as well as school & parents?	There will be communication through the use of weekly School Message phone calls and emails, school website, all three school social media sites, the weekly Pirate Press parent newsletter, and at times we will send home paper copies with students.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	N/A

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

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>At the annual Title 1 meeting for families, parents are provided information on the school’s participation in Title 1, the requirements of Title 1, parent’s rights to be involved, curriculum being used, academic assessments being used to measure student progress, and opportunities for them to provide input.</p> <p>Parents are notified of the meeting through social media, weekly phone calls and emails, and the weekly parent newsletter.</p>
<p>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</p>	<p>September 6, 2023 from 5:30-7:30p. Calendar date was identified, teachers were notified already and will be notified again in their summer newsletter. Notification of meeting will be shared with stakeholders via letter home, marquee, social media posts, phone calls, emails through school messenger system, and the Pirate Press parent newsletter.</p>
<p>How do parents who are not able to attend receive information from the meeting?</p>	<p>Information is available upon request through our front office staff. The PowerPoint shown at annual Title 1 meeting on Meet the Teacher for Secondary Day is also published on the school website with other Title 1 information.</p>
<p>How are parents informed of their rights?</p>	<p>Parents are informed via the Parents Right to Know, which is included in the annual Title 1 meeting, the annual Title 1 letter that is sent home at the beginning of the school year, and a link on our electronic school compact.</p>

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 IA, after-school tutoring program for our ESOL students, we have AVID Excel for 7 th and 8 th grade program for ESOL AVID Excel students
Title IX-Homeless	SIT Program, Social Worker
Preschool Programs	N/A
IDEA/ ESE	ESE Support Facilitators
Migrant	Migrant Social Worker, Migrant IA, Migrant Resource Teacher
Other	

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	\$3,000
Explain how these funds will be used this school year	Parent involvement funds will be used to support parent meetings throughout the school year.
How are parents involved in deciding this?	We invited parents to provide input during our Title 1 Parent Input Meeting in January. Parents that couldn’t attend were able to provide feedback online.
How did you document parent input?	We documented the information on a parent feedback form and collected and analyzed online feedback.

Parent and Family Engagement Plan 2023-2024

Pasco Middle School

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.			
				Transportation	Meal	Childcare	Translation
1. High Impact Instruction: By May 2024, at least 95% of instructional staff will demonstrate evidence that they utilize the Core Action Shifts to intentionally plan and deliver lessons aligned to the rigor of the standard and integrate best practices. <ul style="list-style-type: none"> • SLT will: <ul style="list-style-type: none"> - ensure that teachers have access to essential grade level standards and core resources. - assist in the facilitation of PLCs. - provide PD opportunities and resources to address unfinished learning and tiered supports. • PLCs will: 	Community Connections Nights/Parent University - invitation for all families to engage in learning around what their children are learning	Parents will be able to have direct conversation with teachers about the student's strengths and areas of concern so that they can help their child at home and teachers can gather information from parents to better assist them in the classroom to increase student achievement.	Quarterly – September, November, February, April (around progress report time)	X	X	X	X
							How will this support learning at home? Parents will learn the skills and strategies that are being taught to students so that they can support their son/daughter at home.

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

<ul style="list-style-type: none"> - Identify essential grade level standards/learning for each grade level or course. - Create core instruction lesson plans using essential standards/learning unit plans to guide development, incorporating intentional planning for all Core Actions. - Implement the teaching-assessing cycle. - Give standards-based common formative assessments for essential standards. • AVID strategies will be implemented school-wide. • All students will have access to advanced level opportunities. 						
<p>2. Data Driven Decisions: Throughout the 23-24 school year, all staff will use data to implement tiered supports for academics and behavior for all grade levels.</p> <ul style="list-style-type: none"> • Students will set academic and behavioral goals for the year, semester, quarter, and week then monitor progress in their planners. • SIT teams will: <ul style="list-style-type: none"> - Monitor the lowest 35% of students and identify those who need Tier 3 interventions. - Monitor attendance and provide supports to students who miss 5+ days in a quarter. • Using PBIS Rewards app data, MyEWS data, and referral data, team will monitor behavioral data, identify students who need Tier 2 & 3 supports and CICOs. Weekly data reports of positive incentives & most frequent negative behaviors will be shared in order to target areas of need. • PLCs will use CFA data and grade level data to plan for instruction and identify students needing Tier 2 supports and accelerated learning opportunities. 	<p>Incoming 6th Grade Parent Night – Information about 6th grade and middle school</p> <p>Parents will have a clear understanding of the expectations of 6th grade and middle school for 8th grade promotion, so they will know what the data presented means and how to monitor myStudent to know how their child is progressing.</p>	<p>January/February</p>	<p>X</p>	<p>X</p>	<p>Parents will have a clear understanding of the expectations of 6th grade and middle school for 8th grade promotion, so they can review data and help their child succeed.</p>	
<p>3. Collaborative Culture: Throughout the 23-24 school year, we will sustain a collaborative culture of collective responsibility as measured by attaining a 4.3 grand mean for both Staff & Student engagement and a grand mean of 4.5 in Student Hope.</p>	<p>Progress Monitoring - Meet the Teacher/Open House</p> <p>By increasing communication between parent and teachers more students will remain on track academically.</p>		<p>X</p>	<p>X</p>	<p>Parents will be able to monitor myStudent and see when students are missing assignments or not scoring well and can use the strategies learned at this night to help students succeed.</p>	

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

<ul style="list-style-type: none"> Establish a School Leadership Team (SLT) that will meet regularly to address school needs and act as guiding coalition. Collaborative teacher teams/PLCs will be formed and will collaborate and commit to team norms that encourage equitable participation in a safe & supportive environment. Develop a welcome back plan for students that includes open houses, Pirate Academies, Town Hall meetings to review expectations, opportunities for involvement, where to seek support, address potential trauma. Utilize Student Congress, Class of '28, '29, & '30, and PBIS to ensure students are heard and seen. Students will set academic and behavioral goals for the year, semester, quarter, and week then monitor progress in their planners. 	<p>6th Grade Pirate Academy</p>	<p>Students will learn about schoolwide expectations for academic and social behaviors. They will begin the development of relationships with school personnel. Students will also go on a tour in order to familiarize themselves with the school campus.</p> <p>Parents will also have similar opportunities during the parent meeting that occurs simultaneously.</p>	<p>July</p>	<p>X</p>	<p>Parents will have a clear understanding of the expectations of 6th grade and middle school for 8th grade promotion, so they can review data and help their child succeed.</p>
<p>Other:</p>	<p>Curriculum Fair</p>	<p>Parents will learn about the different courses offered at Pasco Middle School and the courses that are needed for middle school promotion to ensure their child is in the correct courses that will challenge them.</p> <p>Parents will be connected to the school and relationships are an important part of student success.</p>	<p>January/February</p>	<p>X</p>	<p>Parents will be able to assist students with course selections.</p>
<p>Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.</p> <p>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</p>	<p>AVID/Cambridge Family Nights</p>	<p>Parents will be connected to the school and relationships are an important part of student success.</p>	<p>Quarterly</p>	<p>X</p>	<p>Parents will know who they can reach out to in the AVID and Cambridge programs to make sure their child is on the right track academically.</p>

Parents can obtain access to the myStudent portal where much of this information can be found. In addition, curricular information is available on the county's web site and discussed during the school's open house/meet the teacher day. Parents can also find information on our school website. Teachers use CANVAS and parents can access this platform with an account. We also put information about achievement in our parent newsletter and have a place for parents to request more information.

Workshops and events will be evaluated through attendance and feedback that is obtained verbally and through surveys. The needs of parents will be assessed through surveys.

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

<p>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</p>	<p>Bilingual staff will be present to translate and we will have handouts in their native language available.</p>
<p>What are the barriers for parents to attend workshops/events and how do you overcome these?</p>	<p>Transportation and an inability to meet with teachers during their contracted hours due to work responsibilities. We try to offer our events at times when parents typically off from work.</p>
<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>We vary the window of time that we offer the events. EX: 2pm – 4pm, 3pm – 5pm and 4pm – 6pm. We will also put handouts from events on our website.</p>
<p>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</p>	<p>Our facility is ADA compliant. Any specific need is provided by the school on an as needed basis.</p>

Pasco County Title 1 School Level
Parent and Family Engagement Plan 2023-2024
Pasco Middle School

7. Utilize strategies to ensure meaningful Communication

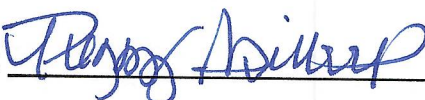
Describe the methods that will be used to ensure meaningful, ongoing communication between home and school	<p>Pirate Press Parent Newsletter goes out weekly along with use of the School Messenger System (weekly phone calls and emails home), which are done in English and Spanish and posted on our website so parents can refer to them as needed.</p> <p>MyStudent portal, Parent/Teacher conferences, Parent Teacher Conference Nights. We also post information to our social media sites (Twitter, Facebook, and Instagram).</p>
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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>
Academic and Social Behaviors	By increasing awareness of how our teachers can incorporate compassionate instruction in their lessons and faculty and staff can use compassionate discipline in school, we will increase our teachers' and staff's capacity to reach students.	Professional Development	All Staff	Once a month on early release days
Parent Conference Nights (at Community Connections Nights)	Teachers and staff will be able to build a rapport with parents so that we can team together to ensure students have the tools needed to be successful.	Late afternoon/evening meetings	Parents/Guardians	September, November, February, April
Parent Pirate Crew	Staff will solicit volunteers who want to be trained to help provide additional supervision and support (in two hour increments) during the school day.	Trained by school staff	Parents/Guardians	Daily/ongoing

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	Principal Secretary	Parent and Family Engagement Plan, School Advisory Council brochure, Title One brochure, Parent engagement brochure, Career Academies brochure, insurance forms, United Way, social media site information, how to create a MyStudent account, PRIDE Expectations pamphlet

Principal: 

Date: 10/9/23

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Pasco Middle School

Drafts of PFEP's are due in Title I Crate by April 14th, 2023.

**PFEP 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.*

¹ (7/21/22)