



Pasco County Title 1 School Level  
**Parent and Family Engagement Plan 2024-2025.**



**(Chasco 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:**

Chasco Middle School believes positive parental involvement is essential in guiding the social, emotional, and academic growth of students. Our mission as educators is to create a supportive interdependent culture that sets high expectations, builds meaningful relationships, and empowers all students to find success.

**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: Brandon Dahlin-Bracciale

Date: 4/5/2024

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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.**

<b>Describe the method in which parents were involved</b>	CHMS Parents were involved in reviewing the Parent and Family Engagement plan in the following ways: Parents were provided paper copies of the plan in both English and Spanish at the 6 <sup>th</sup> grade articulation event April 24, 2024, the PFEP was posted on the school website and on Facebook in a digital format allowing all school parents the opportunity to review and offer feedback on the plan. Parents provided feedback via a paper-based survey and on a Microsoft Digital form regarding our Parent Engagement Plan, Home School Compact, and the use of Title One funds. Their feedback will be integrated into the 24-25 plan.
<b>Date of meeting to gather parent input for Comprehensive Needs Assessment</b>	Parents were involved in providing input on the CNA via a paper-based survey in English and in Spanish at the Title One Parent Conference Night on 2,26,2024.
<b>Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan</b>	The Title One Get Charged Up Sixth Grade Articulation Night on April 24,2024. In addition, parents were given an opportunity to give feedback via a digital Microsoft Form posted on both the school Facebook page and web site.

*\*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.**

<b>How were parents invited to develop or revise the compact?</b>	Parents provided feedback via the paper-based survey and/or a digital Microsoft Digital form regarding our Parent Engagement Plan, Home School Compact, and the use of Title One funds. Their feedback will be integrated into the 24-25 plan.
<b>Date of parent meeting to develop or revise the compact</b>	On April 24, 2024, the Home School Compact was reviewed by parents in person and was posted online via a Microsoft Form for parents to provide feedback.
<b>What communication methods will be used between teachers &amp; parents as well as school &amp; parents?</b>	Communication with families is provided through School Messenger, social media, Parent Conferences every quarter, emails, and a school newsletter. Parents will be provided a copy of the Home School Compact on April 24 <sup>th</sup> at the Title One Sixth grade night as well as provided a digital copy posted online on the school website and Facebook page.
<b>Elementary schools are required to hold at least one face to face conference with parents. Explain your process?</b>	Each quarter CHMS will hold a Title One Parent Night to ensure that all parents are provided the opportunity to actively participate in their student’s education. These will include a night to celebrate the arts (highlighting electives and ELA classes). We will also plan nights to celebrate student heritage months.

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*\*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.**

<b>What information is provided at the meeting? How are parents notified of the meeting?</b>	Overview of what it means to be a Title One School, Parent and Family Engagement, Home School Compact, and how Title One funds are used at CHMS. Parents will also be introduced to instructional and elective course offerings and can tour the campus and meet teachers.  A flier advertising the Title One Get Charged Up Parent Night was provided to all feeder elementary schools, was posted on the school website, school Facebook page, School Messenger, and School Marquee
<b>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</b>	August ,6 2024, 8 – 9:30 AM Met with planning committee to discuss meeting agenda and requirements. Sent the plan to community partners (Boys and Girls Club, Sheriff’s Office, and Marjorie’s Hope) to gather input. Parents are involved in reviewing the draft of the parent involvement plan at our annual Title One Meeting. Parents will provide input by completing the input form at the August 6 <sup>th</sup> Orientation/ Title One Parent Meeting. At the meeting we will discuss, the way our Title One funds will be spent, the Home School Compact, and the Parent Involvement Plan. The parent feedback will be integrated into the 2024-2025 plan.
<b>How do parents who are not able to attend receive information from the meeting?</b>	The Annual Title One meeting documents will be available in English and Spanish on the parent portal of the school website. This will provide the opportunity for all parents to access the meeting documents even if they are unable to attend the events. We will encourage parent input by creating a QR Code to make providing feedback as convenient as possible.
<b>How are parents informed of their rights?</b>	Parent right to know letters posted on the parent page of the school website and sent to all MyStudent Parent emails.

**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.**

<b>Title III-ESOL</b>	CHMS collaborates with the ESOL department to encourage parents to attend activities sponsored by the ESOL program. We provide support for parents by accessing language services through the district as needed for conferences so parents understand their student’s learning needs. Our ESOL Instructional Assistant has a close relationship with students and families to better assist them in the classroom. The school will be implementing an AVID XL course for ESOL students run by our Spanish teacher to assist students with language acquisition. Finally, all Title One documents will be translated into English and Spanish languages ensure all parents are informed.
<b>Title IX-Homeless</b>	CHMS collaborates with the Students in Transition department to identify students in need of services because of the student’s home life. Additionally, our school counselors and social worker provide ongoing in school counseling as well as referrals to outside agencies. We strive to provide families access to basic needs that assist them in meeting the learning needs of their student.
<b>Preschool Programs</b>	<b>N/A</b>
<b>IDEA/ ESE</b>	CHMS collaborates with IDEA/ESE departments to provide supports to our students with disabilities. Teachers meet with families to review IEP needs and to educate parents regarding their child’s educational progress. Both parents and teachers are able to submit referrals for students with suspected disabilities.
<b>Migrant</b>	<b>N/A</b>
<b>Other</b>	

**5. Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.**

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<b>Allocation</b>	\$4,000
<b>Explain how these funds will be used this school year</b>	Funds will be used to pay the salary for a parent coordinator who will work with the administrative team to plan Parent Nights that serve our school community. The parent nights will focus on academics and on events designed to build relationships between parents, students, and the CHMS staff.
<b>How are parents involved in deciding this?</b>	Parents were invited to give input during the Title One Articulation Night as well as the Title One Annual Meeting in August. Both meetings will provide parents with paper-based and digital based surveys to provide feedback on the Parent and Family Engagement Plan, the Home School Compact, and feedback on how to improve the school.
<b>How did you document parent input?</b>	Parents were provided both digital and paper-based surveys to gather their input. These were provided at the Title One Get Charged Up Articulation Event and at The Annual Title One meeting was held in person on August 6 <sup>th</sup> . Parents were given access to paper-based, digital surveys as well as provided a QR Code to make providing feedback easier.

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 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>		
Meet the Teacher and Title One Annual Meeting	When parents are provided the tools to monitor their students' academic progress, they can support their student's efforts as well as the efforts of the school.	August 2024				√	When parents are familiar with myStudent, they can monitor classroom progress and assist students in meeting the academic expectations.	<u>Goal 2 &amp; Goal 3</u> <u>High Impact Instruction</u> <u>Collaborative Culture</u>
Parent Nights	When parents collaborate with teachers, student achievement improves. Parents will be invited to attend a quarterly conference night in the evening when it is most convenient for them.	Quarterly 2024 - 2025		√		√	When parents communicate with the teachers, they are better prepared to monitor their student's grades, behavior, and engagement in classes. This also strengthens the relationship between families and the school.	<u>Goal 2 &amp; Goal 3</u> <u>High Impact Instruction</u> <u>Collaborative Culture</u>
<u>Curriculum areas</u>	Curriculum, Social Emotional Learning, Science Fair, NHD, Recovery, etc.	<u>Second Semester 2025</u>		√		√	Parents will be provided information about what their students are learning in the classroom and be provided	<u>Goal 2</u> <u>High Impact Instruction</u>

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						strategies to support student learning at home.	
<u>Family Friendly Activities:</u>	When families are a part of the school community, students feel safe and have a better learning environment.	<u>Quarterly 2024 - 2025</u>		<u>√</u>		<u>√</u>	When parents feel a part of the school community, they are far more likely to seek support and assistance from the school. Showcasing student achievement in literature, art, and music will bring the school community together.
<b>Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.</b>		Parents will be provided information regarding curriculum, achievement, progress monitoring, and assessment via letters sent through the parent portals, information presented in the school newsletter, posts on social media, parent calls, and the quarterly parent conference nights.					
<b>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</b>		Events will be evaluated based on feedback from parents. After each event parents will be surveyed and given the opportunity to provide feedback. Parents will be provided a survey via a QR Code at the Annual Title One Meeting to gather parent feedback for future events.					
<b>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</b>		Our Parent Involvement Coordinator and ESOL Instructional Assistant are bi-lingual and will be available to assist parents speaking Spanish. If parents speak another language, we will utilize the assistance of translators from the school and the district to ensure bi-lingual parents are able to participate. All documents will be translated into Spanish to assist families.					
<b>What are the barriers for parents to attend workshops/events and how do you overcome these?</b>		Transportation and Time are the biggest barriers faced by our parents. By providing parents the event dates in the advance they are more likely to be able to attend. The school will also post recordings of important school events on social media so parents can receive the information they need to support their students.					
<b>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</b>		Throughout the year we schedule our family engagement activities at various times to accommodate our working families. While families may not be able to attend all meetings, recordings of important events will be posted on social media so all parents receive information to support their students.					
<b>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</b>		Once a parent with a disability notifies the school, we will make every effort to make reasonable accommodations in accordance with ADA.					

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

**7. Utilize strategies to ensure meaningful Communication**

<b>Describe the methods that will be used to ensure meaningful, ongoing communication between home and school</b>	Families and teachers are encouraged to have on-going communication through parent teacher conferences, emails, and phone calls. In addition, the school will also make use of various forms of digital media to communicate with families including MyStudent emails, newsletters, social media posts and, School Messenger.
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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.**

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<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>
<u>Collaboration with USF on the Happiness Project.</u>	When students have an increased sense of well-being their levels of engagement and academic performance increase.	USF Collaboration and training sessions with student services personnel.	CHMS Student Services Team Members and students who meet criteria.	Ongoing throughout the year.
<u>Offering School based PD on Resiliency /Mental Health/De-escalation strategies.</u>	This topic will assist staff members in understanding the role that trauma and mental health issues play on brain development. By providing education on youth mental health and social emotional learning strategies, teachers will be better equipped to meet the needs of students and families.	District workshops on campus.	All instructional staff members	Ongoing throughout the year.
<u>Participating in the District wide focus on standards-based grading and second chance learning.</u>	When teachers utilize the best practices such as standards-based grading and second chance learning, student achievement increases. In addition, the communication between teachers and families will be increased.	District materials on standardized grading categories/gradebook set-up and weights, summaries of changes, and PLC Protocols. The staff will receive FAQs on standards-based grading, my Learning course on grading practices, and <u>Rethinking Grading</u> by Kathy Vatterott.	Staff PD and book study.	On-going throughout the school year.

**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	<u>Principal, Assistant Principals, and Office Staff.</u>	<ol style="list-style-type: none"> <li>1. How to create a MyStudent Account</li> <li>2. Access to Canvas</li> <li>3. School Calendars</li> <li>4. Insurance Forms</li> <li>5. Title One information</li> </ol>

Principal: Brandon Dahlin-Bracciale    Date: 4/10/24

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*\*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.*

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