

Okeechobee High School Title I, Part A Parent and Family Engagement Plan 2020-2021

I, **Lauren Myers**, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special projects, where prohibited.

Assurances:

- ✓ The school will be governed by the statutory definition of parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in ESEA Section 8101;
- ✓ Engage the parents and family of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for family engagement are spent [Section 1116(b)(1) and (c)(3)];
- ✓ Jointly develop/revise with the family that has custodianship of the student the school parent and family engagement policy and distribute it to parents of participating children and make available the parent and family engagement plan to the local community [Section 1116(b)(1)];
- ✓ Engage parents and family, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan [Section 1116(c)(3)];
- ✓ Use the findings of the parent and family engagement policy review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's parent and family engagement policy [Section 1116(a)(2)(C)];
- ✓ If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents and family of participating children, the school will submit parent and family comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- ✓ Provide to each parent and family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- ✓ Provide each parent and family timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not certified within the meaning of the term in 34 CFR Section 200.56 [Section 1112(e)(1)(B)(ii)]; and
- ✓ Provide each parent and family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(e)(1)(A)(i)(I) and Section 1112(c)(1)(A)(ii)].

Signature of Principal or Designee

Date Signed

Summary of 2019-2020 Family Engagement and Needs Assessment

This process will help your family engagement committee (which includes parents and other stakeholders) make data-driven decisions about plan implementation for the upcoming year.

Family Engagement Fiscal Overview		
Total Parent & Family Allocation for 2019-2020	Total Family Engagement Funds Expended during 2019-2020	Total Family Engagement Funds Remaining
\$4,404.00	\$2,762.09	\$1,641.91
If you have remaining funds, explain why they were not fully expended?	Funds not exhausted due to Covid-19 pandemic.	

Building Capacity Summary (2019-2020)		
Name of Activity (add all activities from the 19-20 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know the parents learned what the activity was intended to provide? Include data and/or survey results)
Annual Title I Meeting (OHS)	124	Sign-in Sheets
Annual Title I Meeting (OFC)	3	Sign-in Sheets
Sophomore Open House	36	Sign-in Sheets
Parent Class Meetings	64	Sign-in Sheets
Financial Aid Night	69	Sign-in Sheets
FAFSA Workshop Nights	18	Sign-in Sheets
OHS Spring Extravaganza	76	Sign-in Sheets
OHS Advanced Placement Showcase	Cancelled due to COVID-19	
Turn-About Event Take Your Parent to School Night (OFC)	500	Sign-in Sheets
Freshmen Class Meeting (OFC)	167	Sign-in Sheets
CTE Fair & 10th Grade Info. Meetings	34	Sign-in Sheets
Mental Health Support Services for students (OFC)	COVID-19 (Cancelled)	

Only activities that were included in your school's 19-20 Parent and Family Engagement Plan have been listed. If an activity wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.

Staff Family Engagement Training Summary (2019-2020)

Name of Training (add all trainings from the 19-20 school year)	Number of Participants (this number should equal the number listed on sign-in sheets)	Results (How do you know this training session was successful? Include data and/or survey results)
Power of Positive Postcards PLC	(205) no sign-in	PLC for staff x 2 plus individuals requesting extra cards
Remind App Training (OFC)	25	
Skyward Parent Communications (OFC)	25	Teachers returned feedback that they were excited to have experience with this feature of Skyward. During the time of COVID closure teachers reported that having knowledge of this feature was beneficial in communication with students and parents.
Achieving Effective Communication with Parents (OFC)	25	

Only training sessions that were included in your school's 19-20 Parent and Family Engagement Plan have been listed. If a training wasn't held, a zero should be included in the "Number of Participants" column with an explanation why the event wasn't held in the "Results" column.

Parent & Family Engagement Plan (PFEP)

Okeechobee High School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. [Section 1116(b)(1)]

The review and development of the PFEP is held at the end of the school year as an evaluation of your school's family engagement process. This is also an opportunity to connect with parents to start planning for the upcoming school year.

2	Explain the role of parents in the review and revision of the PFEP?	Parents take on an active role in the annual development of the PFEP. They are invited to all planning meetings and their input on Family Engagement activities, how Parental and Engagement funds are spent, and the school compact is solicited and noted in all meetings. Parents are given opportunities to review Title I survey results so that they can better help us develop a plan that benefits all families.
3	When will your school distribute and explain the 2020-2021 PFEP to parents and family members?	The PFEP will be distributed in September and an English and Spanish copy will be distributed to parents and families. Parents will also be informed via parent newsletter, Facebook, and school website that the 2020-2021 PFEP has been approved and is available to view in the office.
4	Identify the various formats your school will use to distribute the 2020-2021 PFEP?	PFEP will be posted on the school website in the Title 1 information section. There will also be a notification and link to the plan on the OFC/OHS Facebook page. Upon request, a printed copy will be sent home with students via flyer in English & Spanish. An English and Spanish copy of the PFEP will be kept in the main offices of OFC and OHS, and available to parents upon request.

Okeechobee High School shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school’s programs, the school may use that process, if such process includes an adequate representation of parents of participating children. [Section 1116(c)(3)]

5	Describe how parents participate in developing the family engagement program and activities.	Parents are invited to attend PFEP planning and review meetings in order to have the opportunity to help develop and refine the annual plan. Parent and family Title I survey results are used to assist with evaluating and planning the PFEP.
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6	Explain the role of parents when developing the schoolwide program.	Parents are integral members of the team. They provide suggestions for future Parent and Family Engagement activities, as well as review Title I survey results in order to make the necessary changes to the plan each year. Their input is also considered when determining how to use the Parental and Family Engagement set aside.
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Annual Title I Meeting

Okeechobee High School shall convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under this part and to explain the requirements of this part, and the right of the parents to be involved. [Section 1116(c)(1)]

7	When and where will the annual Title I Meeting take place?	OFC/OHS will host the Title 1 meeting via Zoom or Google meets depending on the current state of the pandemic.. OFC/OHS meeting will be held October 12, 2020 via Zoom.
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8	How will parents be notified about the annual Title I meeting?	Parents and families will be notified via multiple communication sources. Parents and families will receive a Skylert with meeting information. A detailed notification will be posted via OFC and OHS’s Facebook page. Students who are enrolled in “traditional option 1 school” will receive a flyer invite for parents and families to attend “Taco-bout Title 1 Night”. Students who are enrolled in “Okeechobee Sync option 2” will receive an emailed flyer invite. All students will receive a push notification via OFC hub app. Weekly Parent newsletter will contain the invite.
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9	Who is responsible for conducting the annual Title I meeting?	OFC: Principal: Vicki Goggans; Assistant Principal: Nicole Smith OHS: Lauren Myers, Brent Stuart, Christina Norman
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Flexible Meetings

Okeechobee High School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. [Section 1116(c)(2)]

10	Describe the types of meetings your school will offer parents.	<p><u>OFC:</u> Turn Around Thursday Freshman Class Carnival CTE Fair/10th Grade Information Meeting Subject Area Enrichment Event Mental Health Support Event</p> <p><u>OHS:</u> Arts Extravaganza STEM Career Speakers Technical Assistance (i.e. Skyward, Schoology, etc.) College Financial Aid/FAFSA Workshop AP Showcase</p>
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11	Describe the flexible meeting schedule your school will offer parents.	We will be sure to cross reference our meetings calendar with the OHS calendar to ensure we do not double schedule. We will use digital platform(s) (Zoom/GoogleMeets) to ensure access for all parents and families anywhere. Host meetings after 6pm.
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12	How will your school assist with transportation, childcare, or home visits when requested?	Child care will be provided for large events. Translators will also be available during meetings.
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Communication

Okeechobee High School shall provide parents of participating children—

- A. timely information about programs under this part;
- B. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
- C. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. [Section 1116(c)(4)]

13	Describe how your school will provide timely information to parents about Title I, Part A programs and activities throughout the school year?	Parents will be provided information about Title I programs during Annual Title I meeting, including a description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet along with the most recent data from those assessments. Skylerts will also be used to notify parents of upcoming meetings/as activities, as well as email notifications and Facebook. Parents can find the schedule of events on OHS and OFC’s website and newsletter.
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14	List the tools and resources you will use to provide timely information to parents about Title I, Part A programs and activities throughout the school year.	OHS/OFC will post information about upcoming Title I activities and events on Facebook, the schools’ webpages, and the OHS Info Center App. A list of activities and dates will be included in the principals’ newsletter and Skylerts will be used to notify parents via phone call and email.
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15	Give a description and explanation of the curriculum used at your school.	Currently, Florida Standards are utilized in all academic areas; this will give way to BEST standards in ELA and Math by 2022. Additionally, AP
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		standards are used for courses in Calculus, English Comp, English Lit, Government, US & World History, Macro Economics, Spanish, Chemistry, Environmental Science, Art, Psychology, and Computer Science. Dual Enrollment courses are also offered in a multitude of subjects through Indian River State College.
16	Give a description and explanation of the forms of assessment your school uses to measure student progress.	A variety of assessments are used to measure a student’s progress throughout the school year. These assessments include, but are not limited to PERT, SAT, ACT, EOC’s, FSA, AP assessments, etc. Each assessment provides meaningful information about a student’s academic success and progress and is used to track their progress towards graduation.
17	Give a description and explanation of the achievement levels students are expected to obtain.	Student achievement is measured with multiple indicators ranging from number of credits earned to GPA to FSA/EOC scores. For grade promotion, students are expected to reach mandated thresholds for numbers of credits. For graduation, students are required to carry a 2.0 or better GPA while earning proficiency scores of 3.0 or better in FSA/EOC courses - these parameters apply to the 24 and 18 credit graduation options. Additionally, PERT, SAT, ACT, and/or PSAT scores can be useful in qualifying students for Dual Enrollment courses where the GPA requirements rise to 3.0 for most classes.
18	What decision-making opportunities are available for parents at your school?	Parental input is regularly sought-out via surveys, social media, face-to-face and virtual meetings (such as SAC and class meetings). Parents make decisions regarding use of Title I funds, their students’ academic schedules, and other educational considerations (such as IEP/504 recommendations). Parents are also invited to attend and provide input for the School Improvement Plan each year.
19	How will the school communicate opportunities for parents to participate in decision-making?	Social media platforms (school’s facebook page), school/district website,, Skylert/Skyward messaging (includes phone, email, text contacts).

If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. [Section 1116(c)(5)]

20	Briefly describe how and when the schoolwide program plan is explained to parents. Also, how will your school address unsatisfied parents?	If parents have negative comments, give the comments to the principal who will present them to the district office.
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Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **Okeechobee High School** shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children. [Section 1116(e)(1)]

21	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	Freshman Class Carnival	Handouts, computers to browse during training	Create "Passports" where parents receive stamps from each "booth", parents can use to keep track of visiting every booth.
	Turn Around Tuesday	Skyward station in the cafeteria to ensure parental information up to date. Each subject area will have an opportunity to share with parents what students need to be successful in class.	
	CTE Fair/10th Grade Info Meeting	Students are allowed to visit CTE programs and receive more information about 10th grade courses and opportunities.	Event showed a greater response when held at OFC, consider moving the location back to OFC.
	Sophomore Open House	Information regarding graduation (i.e. credit/GPA/testing requirements)	Guidance counselors provide verbal and written information for attendees.
	OHS Advanced Placement Night	AP teachers, course curriculum, course lists, etc.	AP teachers present to discuss/teach about AP courses.
	OHS Spring Extravaganza	CTE/Arts Dept teachers, sponsors, admin, exhibits, etc.	Instructors and admin will be present to explain the Fine Arts/CTE programs with work exhibitions.
	Financial Aid Night	College representatives, school admin	College representatives available to discuss college financial options, paperwork, necessary prerequisites, scholarships, etc.

Okeechobee High School shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement. [Section 1116(e)(2)]

22	Name of Activity	List resources provided to assist parents	List actions provided to assist parents
	Subject Area Enrichment	Staff, curriculum samples, etc.	Each subject will host an event/lesson that is engaging and standards based (e.g. ELA: Literary Escape Room).
	Tech Assistance	Workshop or Web library	Use web platforms to assist in technological needs such as Skyward and Schoology

Okeechobee High School shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. [Section 1116(e)(3)]

23	Name of Activity	List activities (such as book studies, PLCs focusing on family)	Describe the role of parents when developing training sessions

		engagement, on-site PD, training venues)	
Remind App Training	Teachers learn how to use the Remind App to communicate with students and parents. Training will be a part of break out sessions during pre-school week.	Parents provided input via online survey.	
GoogleMeets Training	Due to COVID-19 pandemic teachers will be provided training on virtual conferences and asynchronous learning through virtual platforms.	Parents provide input via online surveys.	
Skyward Parent Communication Training	Teachers will learn how to use Skyward to communicate with parents. Training will be a part of break out sessions during pre-school week.	Parents provided input via online survey.	
Achieving Effective Communication	Teachers learn how to communicate with parents in a professional manner to increase positive results (provide scripts, tips, follow-up plan to implement if initial communication is not successful).	Parents provided input via online survey.	

Okeechobee High School shall to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities that teach parents how to help their children at home, including but not limited to, other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. [Section 1116(e)(4)]

24	Name of Program	List examples of coordination and integration with other programs (examples of coordination)
	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction provided by the school will be discussed with parents during the development of the students' IEP
	Title I, Part C	Migrant Advocates - Services include translation, home visits, referrals to outside agencies, ensuring parents attend all school based family engagement and academic progress meetings
	Title IV, Part A	<ul style="list-style-type: none"> • Drama, Art and Band Programs - Band Instruments, Play Licenses, and Art Supplies/Materials • Behavior Interventionist (OHS) • Guidance Counselor (OHS)
	Indian River Community College	Dual enrollment agreement for eligible high school students

Okeechobee High School shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. [Section 1116(e)(5)]

25	How will your school share information in a format and language that parents and families can understand?	Okeechobee High School will make the Parent and Family Engagement Plan (PFEP) available to parents in English and Spanish on the school's website. A hard copy of the PFEP will be located in the main offices of both campuses and copied upon parent request. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation
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		services to ensure that parents are able to fully participate in parent meetings. American Sign Language (ASL) translation services will also be made available upon parent request.
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26	What languages are spoken by the families and students in your school?	English, Spanish
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Okeechobee High School shall provide such other reasonable support for family engagement activities as parents may request. [Section 1116(e)(14)]

27	Name of the Family Engagement Program or Service	Describe the PFE programs or services provided by the school or frequently requested by parents and families (such as: high school equivalency programs, English classes, access to computers)
	Tech Help/Assistance	Access to computers for walk-in families.

Barriers

Identify barriers that hindered the participation and involvement of parents and family members during the 2019-2020 school year (**with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background**). Then, describe the steps that will be taken during the 2020-2021 school year.

28	Barrier	Steps to Overcome the Barrier
	Scheduling conflicts that may arise for various reasons (multiple siblings, church events, etc).	We are making a conscious effort to not double schedule with other events on the high school calendar. We are scheduling events around the high school's calendar.
	Events scheduled before parents are off from work.	We are moving meeting times to later in the afternoon (6pm). We will also provide a virtual forum for each meeting offered.

Title I Family Engagement Survey Results

Using your 2019-2020 Title I Family Engagement survey results, choose a minimum of two (2) questions to address during the upcoming school year. [19-20 OHS/OFC FE Survey Results \(ENGLISH\)](#) [\(SPANISH\)](#)

29	Topic	Question#	Actions, Activities, and Evidence of Effectiveness
	Per the Parent Survey, the two most requested types of help parents asked for were:	#35 (from Survey) What type of informational programs would you like the school to provide for parents?	See below
	1) Improve Student Math Skills	#35	After school tutoring, Khan Academy, AP Potential Night?
	2) Provide information regarding Graduation Requirements	#35	Class meetings, CTE Night?, Open House, Sophomore Open House, ?

Evidence of Parent & Family Input in the Development of the Plan

Upload Parent-School Compact to your [school FE Folder](#).

Upload Evidence of Parent Involvement in Development of Parent-School Compact to your [school FE Folder](#).

Upload Family Engagement meeting sign-in sheets, agendas, minutes, invitations to parents, etc. to your [school FE Folder](#).

- ★ **Note:** As a component of the school-level family engagement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.
- ★ **NEW:** Compacts must be discussed and signed during parent-teacher conferences (**only applies to elementary**).
- ★ **NEW:** Compacts must be signed by all parties (**applies to elementary, middle and high**).