

# New Horizons

## 22-23 Parent and Family Engagement Plan

Date Revised with Parent Input: 4-11-22

District Approved: 7-13-22

The Parent and Family Engagement Plan (PFEP) must be jointly developed with parents and must be distributed to parents in an understandable and uniform format, and in the language, parents can understand. It must be made available for the community and updated periodically to meet the changing needs of the parents and the school. [Section 1116(b)].

**Instructions: Describe the means by which the school will carry out the ESSA requirements below.**

### 1. POLICY INVOLVEMENT

**A. By what means will the school conduct a Title I Annual Meeting (convened at a convenient time, to which all parents are invited and encouraged to attend) to inform parents of their school's participation in Title I, the requirements of Title I, and the right of parents to be involved [Section 1116(c)(1)]?** Annual Title I Meeting is held within the first quarter of the school year. The district provides a PowerPoint that includes all the requirements of the law.

**B. By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP [Section 1116(c)(3)]?** NHLC uses the Spring Title I Parent Survey (paper/online). Results are reviewed with the faculty for improvements to the PFEP. SAC members evaluate the current year PFEP. Revisions are made according to parental input and school needs.

**C. By what means will the school involve parents in the joint development of the School Improvement Plan [Section 1116(c)(3)]?** Strategies and comprehensive Needs Assessments are discussed during the SAC meeting. Revisions are made according to the needs and barriers of the school along with parent input.

**D. By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate, as appropriate, in making decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]?** Evaluation form responses from parent events; any meetings and/conferences that involve parents such as: IEPs, CSTs, School Advisory Council, P/T conferences - including manifestations and intake meetings. - If any suggestions are able to be implemented, we will do so in a reasonable amount of time.

**E. If the School Improvement Plan is not satisfactory to the parents, by what means will the school provide parents an opportunity to submit comments with the plan when it is submitted to the district [Section 1116(c)(5)]?** Parents who are not satisfied with the school improvement plan will complete a form to be submitted along with the plan to Bay District Schools.

### 2. BUILDING CAPACITY FOR INVOLVEMENT

**In Table A, list the activities that will address topics F - J.**

**F. Assist parents in understanding:**

- State academic standards;
- State and local academic assessments;
- requirements of Title I;
- monitoring a child’s progress; and
- work with educators to improve the achievement of their children [Section 1116(e)(1)]

**G. Description and explanation of:**

- Curriculum in use at the school [Section 1116(4)(B)]

**H. Description and explanation of:**

- Academic assessments used to measure student progress [Section 1116(4)(B)]?

**I. Description and explanation of:**

- Achievement levels of the State academic standards that students are expected to obtain [Section 1116(4)(B)]

**J. Provide materials and training to:**

- help parents work with their children to improve their children’s achievement, such as literacy training and using technology (including the harms of copyright piracy), to foster parental involvement [Section 1116(e)(2)] (LEA note: this includes Parent Portal training)

**Table A**

**Parent Training Opportunities**

List all activities for requirements F through J and transition activities that involve parents.

<b>Timeline</b>	<b>Title of Training/Event</b>	<b>Topics</b>	<b>Requirement(s) Addressed (F,G,H,I,J)</b>	<b>Time (AM or PM)</b>	<b># of Parents Attended*</b>
Sept/Oct	Open House	Curriculum, Expectations, Assessments, Procedures	F,G	PM	
Sept/Oct	Title I Annual Meeting	Requirements of Title I	F, G, H		
Nov	Pastries for Parents	Attendance, Parent Portal, School Website info,	F,G,H,I,J	AM	9

		Preparing your child for school			
	Family Literacy Day	Reading Curriculum for parents to engage with their children	G, J	AM	
Spring 2021	Title I Spring Parent Event	Standards and Curriculum, Parent Portal, Graduation Requirements, Progress Monitoring, Communication with teachers, FSA and required state standards, EOCs	F,G,H,I,J	PM	
March	Student Services Fair	Community Resources for students and parents	J	AM/PM	
April	Testing Information	FSA and required state standards	F, I	PM	
May	5th Grade Transition Field Trip	Community Resources for students and parents. Curriculum, Expectations, Assessments, Procedures	F, G, J	AM	

\*To be updated throughout the year.

**Table B  
Other Events/Activities**

**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)].**

Timeline	Title	Purpose	Time (AM or PM) or Method	# of Parents Attended*
Aug-May	School Advisory Council	Plan/review/improve the PFEP and develop the SWP	AM and PM (in an online platform)	
Aug - May	Newsletter	Specific School Information	Newsletter	

\*To be updated throughout the year

**K. By what means will the school educate the faculty, staff, and administrators, 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)]?** Based on parents' responses on the Spring Survey, it was suggested that the faculty/staff could benefit from professional development that addresses progress monitoring and how to assist parents with this specifically. A suggestion was to provide either weekly or monthly reports to parents. During pre-school in-service days, the Title I coordinator will review the results of the Spring Parent Survey with teachers and staff. This will be followed by training to address why progress monitoring is essential for parents and suggestions for what needs to be implemented to help engage parents in their child's education. Teachers will also be trained on the use of the technology the school uses to monitor progress from FOCUS reporting, to individual diagnostic programs such as iReady, and IXL that can be used to monitor individual student's progress and how to combine the findings into a shareable document for parents.

Parent Engagement PD Topic	Date	Number of Attendees (complete after the event)
Communicating Progress Monitoring to Parents	Sept-May	

**L. To the extent feasible, by what means will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs that encourage and support parents in participating in the education of their children [Section 1116(e)(4)]?** All parents are encouraged to participate in the planning and implementation of their child's education and IEP and to assist in the determination of their child's skills and ability to advocate.

**M. By what means will the school provide other reasonable support for parental involvement activities as parents may request [Section 1116(e)(13)]? (Based on the Title I Spring Parent Survey results, what activities did the parents request that are included in this plan?)** Based on the results from our Spring Parent Surveys, parents would like training on how to monitor their students' progress (Parent Portal/FOCUS/ other individual programs teachers and school uses for diagnostic purposes), understanding graduation requirements, and how to correspond with the teachers using parent portal or other technology programs offered. Throughout the 22-23 school year, we will make sure that these support services are offered at all our scheduled events.

**N. Middle and High Schools - How will the school distribute the school-parent-student compact? [Section 1116 (d)(2)(A)]?** The School-Parent-Student compact will be delivered on the first day of school packets to parents.

**O. Optional – How will the school develop appropriate roles for community-based organizations and businesses in parent involvement activities [Section 1116(e)(13)]?** NHLC partners with several community organizations to become our business partners through our mentor program. These mentors are “there” for the

student and the family to assist with anything they may need. This usually is assistance with groceries, transportation, clothing, etc. In addition, we will begin inviting parents on mentor field trips to be more active in their students' lives and to "bond" with their children's mentors.

**P. Optional – By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the trainings [Section 1116(e)(6)]?** In review of the Spring Survey results, parents requested training for faculty and staff on utilizing volunteers, communication, and bully awareness. These results are being taken into consideration as the school plans for upcoming professional development for the 22-23 school year.

**Q. Optional – By what means will the school provide literacy training for parents if the LEA has exhausted all other sources of funding [Section 1116(e)(7)]?** N/A

**R. Optional – By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1116(e)(8)]?** When events take place during mealtimes, food and beverages will be supplied and activities for younger siblings will be planned so the parents may focus on the training. These events will take place in the evenings to insure the greatest parent attendance. Transportation/Work Schedule according to the Spring Survey results was an issue for not being more actively involved.

**S. Optional – By what means will the school train parents to enhance the involvement of other parents [Section 1116(e)(9)]?** We are always looking for parent volunteers and parents to be on the School Advisory Council. We will also begin inviting parents on mentor field trips to be more active in their students' lives and to "bond" with their children's mentors.

**T. Optional – By what means will the school conduct in-home conferences for parents who are unable to attend at school [Section 1116(e) (10)]?** Our School Counselors, School Social Worker and Mental Health Triad team and the schools IEP Coordinator.

**U. Optional – By what means will the school adopt and implement model approaches to improve parent involvement [Section 1116(e)(11)]?** N/A

### **3. ACCESSIBILITY**

**V. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). [Section 1116(f)]? (List the barriers identified by parents in the Title I Spring Survey and the methods by which the school will assist to overcome the barriers.)** Based on the Spring Parent Survey results, childcare was listed as the top barrier to participation. We plan to offer activities and some form of childcare during the evenings and/or weekends to give every parent an opportunity to participate.

**W. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand [Section 1116(e)(5) and (f)]?** All school communications are translated for ELL families. Bilingual Staff will assist with conferences and phone calls for both educational and disciplinary needs. Translation programs such as Google Translate will assist with communication of any related school news that needs to go home to parents. In the Spring Parent Survey, the forms of communication suggested were email, phone calls, and texting.

**X. By what means will the school offer a flexible number of meetings, such as meetings in the morning or evening to accommodate parents' schedules [Section 1116(c)(2)]?** Based on the spring parent survey responses, most parents would like events to be scheduled between the hours of 5pm - 8pm, right after school begins, or early afternoon. This will be taken into consideration when scheduling events.

**Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].** We will use various methods to communicate any information regarding events. These include but are not limited to: New Horizons Facebook page, flyers, PeachJar alerts, emails, parent portal messages, newsletter etc. We will have an initial invitation two (2) weeks prior to the event, with a reminder at one (1) week out, and an additional reminder the day of.

**Title I Expenditures Parent and Family Engagement (Adjust to reflect the planned expenditures)**

<b>Category</b>	<b>List of Items</b>
Parent Communications	Paper, ink/toner, copier rental, stamps,
Parent Training/Events	Refreshments, materials, supplies, stipends for teachers as consultants, printed materials, ink/toner