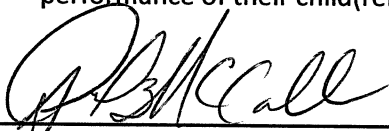



Professional & Technical High School
2023-2024 Title I, Part A Parental and Family Engagement Plan

Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.



Signature of Principal or Designee



Date Signed

Professional & Technical High School

Mission Statement (Optional)

Professional & Technical High School will strive to ensure that every student has the cognitive, academic and emotional capability to transition into the ever-changing world and workforce by building relationships, providing real-world experiences and providing individualized support.

Parental and Family Engagement Mission Statement (Optional)

Professional & Technical High School believes in engaging parents as key stakeholders by building relationships to create thriving family engagement for every child, every family, every day. At Professional & Technical High School we regard family engagement as a best practice for student academic achievement and overall well-being.

How the parent and family engagement plan is a shared responsibility? (Optional)

Professional & Technical High School strives to create a collaborative and welcoming culture which promotes parental involvement. Parents are encouraged to attend schoolwide events, meetings and activities to provide input on the student's policies/procedures and identify opportunities for educational improvements. Professional & Technical High School utilized a shared decision-making approach with parents to address areas of growth and meet the needs for all students.

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

The Parent and Family Engagement Plan will involve parents and families in participating in standards-based activities and instruction in which they can implement and practice at home with their children/students.

Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and REMIND. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

To promote collaboration, parents will have the opportunity to review both the Parent and Family Engagement Plan and School Improvement Plan at scheduled School Advisory Council and Title I meetings prior to these plans being finalized. The structure of the meetings provides parents with an overview of allocation of funds and other agenda items. To further promote collaboration and the value of participation from all stakeholders, the meetings minutes will be reviewed and approved at the next scheduled meeting by the Professional & Technical High School SAC council and school administration.

| Count | Program | Coordination |
|-------|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | IDEA (ESE) | Provide information to parents about the resources available upon development of the student's IEP. |
| 2. | Title III (ESOL) | The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events. |
| 3. | Title IX (Families in Transitions) | The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services. |
| 4. | Title II (Staff Development) | The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement. |
| 5. | Title IV | The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology. |

Annual Parent Meeting

A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school’s Title I Program.

| Count | Activity/Tasks | Person Responsible | Timeline | Evidence of Effectiveness |
|--------------|--------------------------------------------------------------------------|-------------------------------------------------|---------------------|---------------------------------------------------------------------------|
| 1. | Create flyer, PowerPoint, agenda | Title I Parent Liaison School Administration | August - October | Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation |
| 2. | Advertise in school newsletter, on school marquee, utilize Iris out dial | Title I Liaison | August- October | Emails, newsletter |
| 3. | Sign-in sheet for multiple sessions | Title I Liaison | August- October | Collection of sign-in sheets |
| 4. | Compile documents | Title I Liaison | August- October | Scan documents upload to LEA monitoring site |

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Professional & Technical High School recognize that families have varying work, personal and family schedules. Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.

How will the school provide, with Title I funds, transportations, child care or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

SAC meetings are held in the afternoon after school. A virtual option through TEAMS will also be provided. Parent, teacher, student conferences will be scheduled to accommodate parents. Childcare will be provided as necessary on an individualized basis. The Title I Liaison will work flexible hours to accommodate parent’s schedules. Family engagement activities will be held in the evening on various days of the week to accommodate working parent’s schedules.

Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

| Count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence or Effectiveness |
|-------|-----------------------------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------|
| 1. | Art Showcase | Title I Liaison Faculty | Families of students will explore art techniques applied by students and participate in critical thinking and observation exercises. | October 2023 | Sign in sheets, agenda, minutes, flyers, handouts |
| 2. | Family STEM Night | Title I Liaison Faculty | Students will gain knowledge on STEM best practices/test taking skills and participate in hands on activities. Parents will gain knowledge on assisting their student with test preparation for F.A.S.T. and EOCs. | January 2024 | Sign in sheets, agenda, minutes, flyers, handouts |
| 3. | Family Literacy Night | Title I Liaison Faculty | Students will gain knowledge on literacy best practices/test taking skills and participate in hands on activities. Parents will gain knowledge on assisting their student with test preparation for F.A.S.T. and EOCs. | February 2024 | Sign in sheets, agenda, minutes, flyers, handouts |
| 4. | FAFSA Night | Assistant Principal College & Career Counselor | Parents and students will gain knowledge of college financial aid and scholarships. Students will receive hands-on assistance to complete the required forms. | November 2023 February 2024 | Sign in sheets, agenda, minutes, flyers, handouts |
| 5. | Dual Enrollment Information Night | Assistant Principal School Counselors College & Career | Parents and students will explore the requirements and pathways of dual | March 2024 | Sign in sheets, agenda, minutes, flyers, handouts |

| | | | | | |
|----|-------------------------|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------|
| | | Counselor | enrollment programs. | | |
| 6. | Curriculum/Choice Night | Assistant Principal School Counselors College & Career Counselor | Parents and students will gain knowledge on academic programs, clubs and extended learning opportunities. Students will complete course selection sheets to outline high school pathway(s). | April 2024 | Sign in sheets, agenda, minutes, flyers, handouts, course selection sheets |

Staff Training

| Count | Content and Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|-------|------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------|
| 1. | Title I PD | Principal Assistant Principal Title I Liaison | Training team will educate staff on what Title I is and the importance of family engagement. Strategies and best practices on how to engage parents will be shared. | December 2022 January 2023 | sign-in sheets, minutes, agenda, PowerPoint Presentation |
| 2. | Monthly Title I | Title I Liaison | Participate in networking opportunities and gather information from District personnel to enhance parent family engagement. | Ongoing | sign-in sheets, minutes, agenda, PowerPoint Presentation |

Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

Professional & Technical High School encourages and supports parents to participate in the OASIS Volunteer Program. By participating in the program parents are provided the opportunity to volunteering with various in school and evening activities that promote positive school culture and collaboration. Professional & Technical High School also provides parent/families access to a Parent/Family Resource workspace during the school day by appointment. This information will be available on social media and provided to parents in two languages (English and Spanish).

Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.

How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers via email. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

An electronic version of our Title I survey is provided to parents in order to get feedback on curriculum, testing, barriers, etc. Data is collected and results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

Accessibility

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

Our school has an outdial system called School Messenger that is used to contact parents in regards to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?

Professional & Technical High School shares information related to school and parent/family involvement program in various ways. The variety of approaches includes, but not limited to PATHS website, social media, school marquee, email and calendar of events. The Principal and school counselors also send out a quarterly parent newsletter with key information. All information on news and events will be presented in both English and S. Other varied languages of some of these communications are also offered upon request.

Discretionary (Optional)

Any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement. Etc.)
(Optional)

| Count | Activity | Description of Implementation Strategy | Person Responsible | Anticipated Impact on Student Achievement | Timeline |
|-------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------|----------|
| 1. | SAC Meetings | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the school. | Principal SAC member | Parents influencing decisions based on the needs they identify with their children. | Monthly |

Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

The 2023 – 2024 school year is the inaugural implementation year of the Parent and Family Engagement Plan.

A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children?)

| Count | Barrier (Including the Specific Subgroup) | Steps the school will take to overcome |
|--------------|--------------------------------------------------|-----------------------------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |