



2022-2023

**Title I, Part A Parent & Family Engagement Plan (PFEP)**

I, Mike Micallef, 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 project, 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:
- Engage the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent.
- Jointly develop/revise with parents the school Parent & Family Engagement Plan (PFEP) and distribute it to parents of participating children and make available the PFEP to the local community.
- Engage 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's Parent and Family Engagement Plan (PFEP) and the joint development of the School Improvement Plan (SIP).
- Use the findings of the PFEP review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's PFEP.
- If the plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan.
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading.
- Provide each parent timely notice when their child has been assigned to or has been taught for ~~for~~ (4) or more consecutive weeks by a teacher who is not highly qualified; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

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**Signature of Principal or Designee**

**Date Signed**

**\*\*Please use the data from the school's survey(s) to complete this Parent & Family Engagement Plan!**

*(Each section with a table should have multiple entries, please add rows as needed).*

## Mission Statement (optional)

Parent & Family Engagement Mission Statement

### Response:

We believe that through the shared communication and collaboration with our families and community that we will work together to continue to build a partnership to keep strengthening our educational environment at Deltona High School.

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## Engagement of Parents & Families

Describe how the school will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs **including involvement in the decisions regarding how funds for parent and family engagement will be used.**

### Response:

Deltona High School is dedicated to utilizing the Title 1 funds throughout the year to increase involvement of parents. The first way we are going to encourage the partnership is through our School Counseling team, College & Career Counselor, Parent Liaison and our TOAs who are going to create Parent Engagement nights to help parents understand the ins and outs of graduation requirements, Parent Portal, and various other resources for helping students getting to the cohort graduation date. Parents will have the opportunity to provide input during these nights with administration and additional school leadership to find ways to make communication lines clearer and more efficient. All parents are invited to attend our first informational Title 1 meeting prior to our Open House Night (September 27<sup>th</sup>, 2022). During this time, they will be able to meet the Title 1 team, get information regarding Title 1, meet the Parent Liaison Marci Hair, receive information regarding benefits and services, speak with our IEP facilitators for SWD, meet with the school counseling team, as well as meeting the Mental Health team. Monthly SAC meetings will include updates regarding Title 1. Parent and Community member input was utilized when creating and finalizing the SIP plan and we will continue to utilize parent input through electronic means including the school website, administrative feedback forms, parent input forms, and various other means throughout the school year.

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## Coordination and Integration

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI.

| count | Program           | Coordination   |
|-------|-------------------|--|
| 1     | Title 1, Part A   | Supplemental tutoring after school and supplemental materials and supplies to close the achievement gap. This will also include EOC "Boot Camps" to remediate.   |
| 2     | Title X, Homeless | Funds will be utilized to provide services for students and families in the areas of school supplies, personal items, school clothing (shirts, shoes, etc) and various community resources.            |
| 3     | Title 1, Part C   | Supplemental instructional support will be provided by the school and will be discussed with parents during the development of the students' IEP. Supplemental tutoring for SWD will also be included. |
| 4     | Title II          | The district will provide on-going Professional Development in all subject areas to ensure quality instruction and student success.  |

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## Title I Parent Meetings

Describe the specific steps the school will take to conduct at least two Title I meetings designed to inform parents of participating children about the school's Title I program, the nature of the Title I program

(schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity. **Meeting should be offered a minimum of two times on different dates/times to accommodate parents' schedules. One in the fall and one in Spring is suggested.**

| count | Activity/Tasks   | Person Responsible                                    | Timeline  | Evidence of Effectiveness   |
|-------|--|---|---|---|
| 1     | Title 1 Introduction Parent Meeting  | Mike Micallef & Alisha Zarbo                          | September 27 <sup>th</sup> , 2022                           | Invitation, Sign-In Sheets, Agenda, Feedback/Survey, Powerpoint/Handouts                |
| 2     | SAC – Title 1 Information Shared each meeting looking at data, SIP goals, and monthly progress | Mike Micallef, Brandy Meadows, and Samantha McElhaney | Monthly - beginning Tuesday September 22 <sup>nd</sup> 2022 | Agenda, Sign-In Sheets, Feedback/Surveys, Minutes                                       |
| 3     | Mid-Year Meeting/SIP Review/Mid-Year Stock Take  | Mike Micallef & Alisha Zarbo                          | TBD   | Invitation, Sign-In Sheets, Agenda, Feedback/Survey, Powerpoint/Handouts                |
| 4     | Parent Cognia & Panorama Surveys   | Mike Micallef & Alisha Zarbo                          | Year Round  | Survey Results (from various stakeholders) as requested and rolled out by the district. |

### Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parent and family engagement.

#### Response:

We are currently in the process of finalizing what this will specifically look like at Deltona High School. Marci Hair, our Parent Liaison will be the initial point of contact. The flexible meetings will be held outside of school hours after school, before school, and weekends to make those connections with parents and families a little easier and more convenient. This will be a coordinated effort between the Parent Liaison, School Counseling Team, Administration, ELL Team, SWD Team, etc.

### Parent & Family Engagement Activities (Building Capacity)

Describe how the school will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective engagement of parents and families and to support a partnership among the school, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents and families work with their child to improve their child's **academic achievement**. Include information on how the school will provide other reasonable support for parent and family engagement activities as parents may request. A minimum of three academically focused activities are required.

| count | Content and Type of Activity   | Person Responsible     | Anticipated Impact on Student Achievement   | Timeline             | Evidence of Effectiveness  |
|-------|--|------------------------|---|----------------------|--|
| 1     | Financial Aid & Scholarship Nights<br><br>College & Career Readiness | School Counseling Team | Parents and students will receive information regarding financial literacy and the scholarship process.<br><br>Parents will gain knowledge of college and | August 2022-May 2023 | Event Sign-In Sheets, Connect Ed, Event Flyer, School Newsletter, Social |

|   |                               |  |   |                                 |  |
|---|-------------------------------|--|---|---------------------------------|--|
|   |                               |  | career readiness (applications, interviews, resume writing, etc)  |                                 | Media.   |
| 2 | OPEN HOUSE                    | Alisha Zarbo & Admin Team  | Increase parental involvement in the child's educational journey.   | September 27 <sup>th</sup> 2022 | Event Pre-Registration, Sign-In Sheets, Event Flyer, Social Media, School Website. |
| 3 | Sub-Group Parent Nights       | School Counseling Team, Sub-Group Facilitators, etc.                     | Parents are invited to informational nights to provide guidance and clarity on grade level specific topics.   | Sept 2022-May 2023              | Invites, Agendas, Powerpoints, Flyers, Sign-In Sheets, Connect Ed.                 |
| 4 | Course Syllabi                | Classroom Teachers   | Teachers will provide a course syllabus that outlines specific course content as described by FLDOE standards and frameworks, identifying course expectations and assessment information. | August 2022                     | Teacher Syllabi, Website and dissemination and Open House                          |
| 5 | Continual Progress Monitoring | Administration, Academic Coaches, Department Leaders, Classroom Teachers | Teachers will conduct individual conferences to discuss each child's assessment results, expectations and goals for the year.   | August 2022-May 2023            | Parent Conference Notes, Sign-In Sheets  |

## Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, administrators, and other staff in **how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent and family engagement programs, and build ties between parents and schools. Staff Training focusing on "Building Capacity"**

| count | Content and Type of Activity          | Person Responsible                  | Anticipated Impact on Student Achievement   | Timeline                            | Evidence of Effectiveness                              |
|-------|---------------------------------------|-------------------------------------|---|-------------------------------------|--|
| 1     | Deltona Learns! Leadership Conference | Teachers Leaders & Academic Coaches | Increase Student Engagement, Shifting the Academic Struggle, Cultivating Classroom Questioning, etc   | 10/19/22, 12/7/22, 1/25/23, 3/22/23 | Implementation of Strategies, DPP Learning Cycle, etc. |
| 2     | Mini PD's                             | Academic Coaches                    | Successful Classroom Management, Teaching with Technology, Effective Student Talk, Testing Prep, etc. | 9/7/22, 11/9/22, 2/8/23, 4/12/23    | Implementation of Strategies, DPP Learning Cycle, etc. |
| 3     | District ERPL's                       | Academic Coaches & Admin            | Increase knowledge and awareness for  | 8/8/22, 8/23/22, 8/31/22,           | Implementation of Strategies and General               |

|   |                        |                              |   |                                 |   |
|---|------------------------|------------------------------|---|---------------------------------|---|
|   |                        |                              | MTSS.   | 11/2/22,<br>1/11/23,<br>2/22/23 | Awareness of Sub-Groups, Accommodations, and Legal/Ethical Issues surrounding sub-groups. |
| 4 | Faculty/Staff Meetings | Mike Micallef & Alisha Zarbo | Title 1 Updates throughout the school year for all staff. | August 2022-May 2023            | Agendas, Sign-In Sheets, Powerpoints, emails to staff, etc.                               |

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## Communication

Describe how the school will provide parents and families of participating children the following:

- Timely information about the Title I programs;
- 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;
- 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
- If the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency.

### Response:

Deltona High School continually works on building the partnership between parents and stakeholders and communicating effectively in a number of ways throughout the year. We use a variety of different resources including School Messenger phone calls, emails, and text messages, as well as the school website, regular phone calls, social media platforms, and utilizing our school marque. We also encourage the face-to-face communication in a variety of ways.

In the summer, parents are invited on campus with their students for a variety different events including Freshmen Orientation, Upper Classmen Orientation, Schedule Pick-Up, a chance to walk campus, pre-purchase of school items, laptop pick-up, etc. Parents obtain materials and information on many of the different programs and possibilities for their student. As the year progresses, parents will be invited to a number of different events including Open House, SAC, DAC, athletic events, academic events, extracurricular events, showcases, Parent Information Nights, and college/career events. Parents are involved in school meetings including ELL and SWD meetings throughout the year. In the Spring, parents are encouraged to join the School Counselor Nights to look at graduation credit checks and to potentially select courses and obtain information for the following school year to meet the needs of the individual student.

We have created a much larger social media presence than we have ever had in the past; utilizing Twitter, Facebook, and Instagram accounts. Many students, staff, faculty, parents, and community members currently follow our social media pages. The Parent Liaison will work closely with our school counseling team, increasing communication between the community and school.

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## Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

### Response:

Our Deltona HS Parent and Family Engagement Plan (PFEP) and the School-Parent Compact will be available for parents, students, community members, and staff at our front desk, included in SAC meetings, in our Parent Liaison's office and posted to our school website. Deltona HS has several individuals available to speak with parents who need translation services to ensure that all parents are able to fully participate and engage in their students learning as well as participating in various meetings. The school is fully accessible for any physically disabled parent or guardian. Deltona HS will work closely with parents and guardians to ensure that we are meeting all their needs as parents and members of the Deltona community.

## UPLOADS

***Please note upload of the Parent & Family Engagement Plan will be completed by Parent Facilitators once approved and signed by Principal.***

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### Upload Evidence of Input from Parents

Please provide evidence of parent input in the development of the Parent & Family Engagement Plan (PFEP).

***Please upload reviewed evidence into SharePoint and keep copies for your records.***

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### Upload School-Parent Compact

Note: As a component of the school-level PFEP, each school shall jointly develop, with parents for all children served under this part, a School-Parent Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

***Please upload reviewed compact into SharePoint and keep copies for your records.***

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### Upload Evidence of parent and family input in the development of the School-Parent Compact

Note: Submit copies of actual parent/family input supporting the development and revision of the School-Parent Compact (i.e. minutes, surveys etc.).

***Please upload reviewed evidence for compact into SharePoint and keep copies for your records.***

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## Previous year's Parent & Family Engagement Plan (PFEP) Evaluation

### Parent & Family Engagement summary (Building Capacity Summary)

***Please make sure that the evaluation for last school year's activities is completed and turned in with this school year's PFEP. If an activity was proposed on last year's PFEP and did not take place do not evaluate or enter it. If an activity was not on last school year's proposed PFEP and took place, please evaluate it. The PFEP is a living document and changes with the school's needs.***

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I Meetings.

| count | Content and Type of Activity                | Number of Activities | Number of Participants               | Anticipated Impact on Student Achievement  |
|-------|---|----------------------|--------------------------------------|--|
| 1     | Title 1 Meeting                             | 2                    | Fall - 62<br>Spring - 8              | Increased parental involvement.  |
| 2     | Open House                                  | 1                    | Fall – 836<br>class period<br>visits | Increased parental involvement and communication in their child's academic future.   |
| 3     | College & Career Night w/ Target Store (OC) | 1                    | 7                                    | Students and families understanding the resume and interviewing process and receiving assistance from Target.                        |
| 4     | FAFSA Parent Night(s)                       | 3                    | 58                                   | More families receiving support as they navigated the FAFSA platform and applied for financial assistance for college.               |
| 5     | Sub-Groups Parent Nights (ELL)              | 1                    | 8                                    | ELL parents and families were able to engage with the ELL team to learn how to navigate the platforms necessary for student success. |

## Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school.

| count | Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement  |
|-------|------------------------------|----------------------|------------------------|--|
| 1     | Teacher Clarity              | 1                    | 110                    | School-wide training to focus on teacher clarity and expectations for each classroom across campus.            |
| 2     | Intro Faculty Meeting        | 1                    | 104                    | Increased awareness of student needs and parental involvement.   |
| 3     | MTSS/PBIS                    | 1                    | 112                    | Training to focus on behavioral supports to encourage student engagement and minimize behavioral distractions. |
| 4     |                              |                      |                        |  |

## Barriers

Describe the barriers that hindered participation by parents during the previous school year in parent and family engagement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (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).

| count | Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome                   |
|-------|---|--|
| 1     | Attendance at Meetings                    | School will work to plan meetings to enhance attendance. |



|   |                             |  |
|---|-----------------------------|--|
| 2 | ELL/Migrant Translation     | School will include a translator for each parent engagement night.   |
| 3 | Homeless Student Population | Students and families struggle to attend various meetings due to financial means. School social worker and Parent Liaison to assist with communication between these families. |
| 4 | Parent/Student Interest     | A schedule will be created and shared with families to plan ahead.   |

### **Best Practices (Optional)**

Describe the parent and family engagement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

| count | Content/Purpose | Description of the Activity |
|-------|-----------------|-----------------------------|
| 1     |                 |                             |
| 2     |                 |                             |
| 3     |                 |                             |
| 4     |                 |                             |

### **Submission Procedures:**

- 1. Please submit completed Parent & Family Engagement Plan (PFEP) to the Title I Parent & Family Engagement office.**
- 2. Once the PFEP is approved by the Parent Facilitator and initialed the watermark will be removed and returned for Principal signature. The Title I Parent & Family Engagement office will submit the approved PFEP to Jayne Baxter / Adalyn Rodriguez. There is no download necessary for the submission of the PFEP plan.**

***If you have any questions, contact Sheila Rees ext. 44740***

Approval check by PFE ☐