

**Lafayette County School District
Parent and Family Engagement Plan
2023-2024**

Parental Involvement Mission Statement

The Lafayette County School District believes parents are a child's first and most important, teacher. The District Parent and Family Engagement Program will outline ways Lafayette District will foster parent and family engagement in the education of their children. This can be accomplished by keeping them informed, equipping them with the tools and knowledge to assist their children and by offering opportunities for teachers and parent to discuss ways to help each child achieve their maximum potential.

Engagement of Parents and Families

Lafayette County Schools will involve parents/families 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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)]. All parents/families have the opportunity to become involved at Lafayette County Schools throughout the school year. Lafayette County Schools offer the following activities to all parents/families: Meet Your Teacher Day/Open House, Title I Annual Meeting, Parent-Teacher Conferences, Informal Volunteer Orientation, School Advisory Council (SAC) Meetings, club/student organization meetings, and extra-curricular activities.

Information concerning time, dates and activities will be available in newsletters, take home flyers, the school's website, social media, and phone calls. Parents/families will be encouraged to join and participate in any of the above groups and have the opportunity to participate in the decision making process for Lafayette County Schools.

SAC is the decision-making entity of the schools. Parents/families are asked to participate in a survey seeking input on activities, training and materials they need to help their child. The SAC Committee will help develop, review and discuss strategies and activities for the School Improvement Plan and for the Parent Family Engagement Plan.

Use of Parent and Family Engagement Funds will be discussed at SAC meetings and at the Annual Title 1 Meeting held no later than the first 6 weeks of school. Documentation of parent/family participation will include agendas, minutes of SAC meetings, sign-in sheets, and surveys.

Technical Assistance

The Parent and Family Engagement Coordinator at each school will assist Lafayette County Schools in developing and presenting Parent and Family Engagement programs throughout the year to improve academic success of all students and overall school performance.

Parent/family input is requested at the School Advisory Council Meetings as well as Migrant, ELL and Homeless Parent/family Meetings. Parents/families provide input into the types of meetings/workshops that are beneficial to them in assisting their children and ensuring the academic success of all children. The LEA reviews all recommendations from the parents/families and ensures that all District Parent and Family Engagement Initiatives are included in the plan.

Coordination and Integration

Count	Program	Coordination
1	Head Start	Parents of Head Start students will be informed of Title I parent and family engagement activities and invited to attend. Title I will also arrange for transitioning Head Start students and parents to attend a tour of Kindergarten classes in April and to talk with Kindergarten teachers. Also, the Parent and Family Engagement Coordinator will provide parents with information (brochures, etc) on preparing their child for Kindergarten.
2	Voluntary Pre-Kindergarten	Parents of VPK students will be informed of Title I parent activities and invited to attend. Title I will also arrange for transitioning VPK students and parents to attend a tour of Kindergarten classes in April and to talk with Kindergarten teachers. Also, the Parent Involvement Coordinator will provide parents with information (brochures, etc) on preparing their child for Kindergarten.
3	Title I, Part C	The Director of Teaching and Learning Services is responsible for all federal programs and therefore can ensure coordination in planning between Title I, Part A and Title I, Part C parent and family engagement activities. Services are provided to migrant families in both Title I schools in the district. Flyers and invitations to these meetings, as well as any handouts, will be provided in Spanish, the primary home language other than English.
4	Title II, Part A	Title II funds will be used in coordination with the Title I, Part A, Parent and Family Engagement funds, to provide in-service to teachers on parent and family engagement topics specified.
5	Title III	When funds are received for this project, they are used to improve the educational achievement of ELLs by increasing their English language proficiency and ability to meet the same challenging State academic content and student academic standards as all children are expected to meet.
6	Title IV	Title IV funds will be used to focus on providing well rounded educational opportunities, activities to support Safe and Healthy Students, and/or activities to support Effective Use of Technology.
7	Title V	Title V partially funds the Director of Teaching and Learning to assist teachers analyzing student data implementing Florida State Standards and with low achieving subgroups to achieve Florida Standards.
8	Title IX	All parents of Homeless students will be included in all Title I parent and family engagement activities.
9	LES Kindergarten - 5th grade and LHS 6 th -12 th grades	Lafayette County School students and parents will be invited to a meeting in coordination with the Parent and Family Engagement team and other Title I program providers, to meet the Superintendent, Principal and grade level teachers. A basic outline of each grade level will be given by teachers and "meet and greet" will follow the meeting.

Annual Evaluation

In the Spring of the school year, the LEA Title I Personnel will conduct a survey of parents/families regarding the activities in the current PFEP. This survey will be conducted using Survey Monkey survey system and/or the Cognia survey system for school accreditation, both are online survey systems and provide data analysis. Parents/families not having access to the Internet may complete a paper copy of the survey and LEA staff will input those results into the online system. The survey will list specific components of the plan and ask for parent opinion on an activity's effectiveness in improving the quality of the school. Parents/families will also be asked to list any barriers to their participation in the activities. The survey is also made available at parent and family meetings of programs, such as Migrant, Homeless, ELL and ESE. In addition, a roster of attendance for each activity will be maintained and data will be compiled on participation rates. Parents/families will be asked to complete an evaluation of the activity's usefulness. Translation, both oral and written, will be provided in Spanish, the primary home language other than English, by the full-time language facilitators located at the elementary and high school. The Title I Director will collect data from the survey, and the various activities within the current PFEP, and then will present this information to the principals at the Title I schools. Principals will present the information at the schools advisory council meeting. This information will be used to design new activities, which will better meet the needs of parents/families and will be used in planning Parent and Family Engagement activities for the following year.

Annual Parent and Family Engagement Meeting

Lafayette County Schools will conduct annual meetings designed to inform parents/families of participating children about the nature of the school-wide Title I program, learning gains, school choice, and the rights of parents. [Section 1118(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Plan Annual Parent and Family Engagement Meeting: Agenda, Handouts, and Power Point	principal, assistant principal, parent and family engagement coordinator	August 2023	Power point
2	Annual Parent and Family Engagement Meeting: Discuss requirements of Title 1 and rights of parents	principal, assistant principal, teachers, parent and family engagement coordinator	September 2023	copies of: agenda, sign-in sheets, parental/family input, power point

Flexible Parent Meetings

Lafayette County Schools will offer a number of meetings at flexible times and may provide with Title I funds, transportation, child care, or home visits, as such services related to parent and family engagement [Section 1118(c)(2)]. Lafayette County Schools will meet with SAC for recommendations on parent and family engagement meetings and workshops for the school year. This input will include both workshop topics, days and times offered and parent/family feedback is requested and will be reviewed. Using this feedback, topics and scheduling of future meetings/workshops will be adjusted if needed in order to address parental concerns. Teachers will hold parent conferences before school or evening when needed.

Building Capacity

Lafayette County Schools will implement activities that will build the capacity for strong parent and family engagement, in order to ensure effective engagement of parents and to support a partnership among the school involved, parents/families, and the community to improve student academic achievement [Section 1118(e)].

Building Capacity: Lafayette Elementary School

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Science Program	Parent and Family Engagement Team, PTO President	Hands on Science activities to help parents/families help their children at home	Fall, Winter, Spring	Surveys, Parent/families Sign-in forms
2	Parent/family Conferences	Teachers, Principal, MTSS Coordinator	Meeting and working with Parents/Community to build school-home relationships	Fall, Winter, Spring	Survey, parent/family sign-in forms
3	Family Engagement Nights	Principal, Parent and Family Engagement Team, PTO President, Teachers	Meeting and working with parents to build relationships outside of school	Fall, Winter, Spring	Survey, parent sign-in form
4	Parent/ Family Meetings	Parent and Family Engagement Team, PTO, Migrant/Homeless Liaison	Meeting and working with parents/families to build relationships outside of school	1 per month during August, October, November, December, February, March & May	Survey, parent/family sign-in form
5	Writing Workshop for parents/families	KG-5 th Grade	Assist parents/families in helping their child meet writing standards.	Winter, 1 two hour meeting	Survey, parent/family sign in form
6	Donuts with Dad	Guidance/PFEP Coordinator	Tips for Dad on how they can be more involved in their child's day to day work	Fall, 1 day	Survey, parent/family sign in form
7	Red Carpet Awards	Guidance/PFEP Coordinator Principal	Parents/families invited to participate in celebrating student success	Summer, 1 day	Survey, parent/family sign in form

Building Capacity: Lafayette High School

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Senior Meetings	Guidance Counselor	Graduation checks, strategies for success,	Summer 2023	Surveys, Parent/family sign-in forms
2	Dual enrollment meetings	Guidance Counselor	Dual enrollment opportunities, scheduling, plans	Summer 2023	Surveys, Parent/family sign-in forms
3	Calls to every Parent/Student	Classroom Teachers	Teachers call every student in 1 st period class - Welcome, information regarding open house, answer any questions	Summer 2023	Surveys, Call logs
4	Open House	Principal, Assistant Principal, Family Engagement Coordinator	Share information regarding Skyward, Parent & Family Engagement Plan, post-secondary opportunities, info from clubs/organizations, meet teachers	August 2023	Surveys, Parent/families Sign-in forms
5	Family Focus night –	Principal, Assistant Principal, Family Engagement Coordinator	Share information with families regarding multiple secondary and post-secondary opportunities offered at LHS	Multiple times throughout 2023-2024 school year	Survey, Parent/family Sign-in forms
6	Student achievement and recognition	Principal, Assistant Principal, Family Engagement Coordinator, Sponsors/Coaches	Recognition and awards program for students	Spring 2024	Survey, Parent/family sign-in forms
7	6 th grade welcome	Middle school Guidance Counselor	Letter sent to upcoming 6 th grade families welcoming them, providing information to assist in the transition to middle school, and explaining elective options for middle school students	Spring 2024	Survey, Parent/family sign-in forms

Staff Training

Lafayette County Schools will provide professional development activities to educate the teachers, pupil services personnel, principals, 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 programs, and build ties between parents and schools [Section 1118(e)(3)].

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Understanding & Identifying Homeless Students	Homeless Liaison	Teachers will understand the barriers to achievement, which Homeless students' experience.	August-September 2023	Climate Surveys
2	Review of ELL Comprehensive Strategies with teachers	ELL Liaison	Teachers will be aware of strategies to assist ELL students with comprehension in the classroom.	August-September 2023	Climate Surveys
3	Review of Classroom Accommodations	ESE Teachers, Classroom Teachers	Teachers will be aware of students' needs and strategies to use with students.	August 2023	Climate Surveys
4	PLC (professional learning communities)	Instructional Coach	Teachers will meet in professional learning groups to discuss student needs and communicate with families.	August 2023-May 2024	Climate Surveys
5	Instructional Coaching	Instructional Coach	Teachers will continue to receive help with standard-based planning and using resources to remain Learning Goal focused.	August 2023-June 2024	Climate Surveys
6	New Teacher Training	Instructional Coach/Mentor teachers/Principal	Developing new teachers through no-campus professional development and mentoring, and through training with NEFEC.	August 2023-May 2024	Climate Surveys
7	Data Chats	Principal/Instructional Coach	Data chats 3 times per year with ELA and math teachers.	Fall 2023, Winter 2023, and Spring 2024	Climate Surveys
8	Instructional Technology training	Technology Coach	Teachers will receive training on how to use instructional technology in the classroom to promote students success in the classroom.	August 2023 - June 2024	Climate Surveys
9	NEFEC Connect	NEFEC trainers	Teachers will have the opportunity to participate in collaborative training specific to their subject area with teachers from other districts.	August 2023 - June 2024	Climate Surveys

Other Activities

- *Provide parents/families with a monthly newsletter mailed to homes highlighting activities occurring on campus.
- *District website publishes calendars with upcoming events and opportunities.
- *Provide information on the district website regarding postsecondary opportunities.
- *Provide information on the district website regarding mental health.

Communication and Accessibility

Lafayette County Schools inform parents/families about academic assessments used to measure student progress and the proficiency levels students are expected to meet via newsletters, letters from the principal and parent conferences. At the beginning of the year, parents/families are invited to Open House. Teachers meet with parents and students to provide information specific to their grade level and/or subject area. In addition, parents are provided with information regarding the Parent and Family Engagement Plan, postsecondary and career/technical opportunities, graduation requirements, middle school promotion, school clubs/organizations, community and family support organizations, Skyward training and information, and clearinghouse eligibility for student athletes. Information will be provided for parents/families about Title I at the Annual Title I Parent and Family Engagement meeting. All of this information is also available on our school website. Information about Title I is also distributed through the district composed letters sent home with students at the beginning of the school year.

A Student-Teacher-Parent Compact is discussed and signed at the beginning of school. The Compact includes the school's expectations for students, teachers, and parents. The compact is reviewed and used during the course of the year as needed. Various information is provided in school newsletters, teacher notes, district curriculum grade level expectations, parent flyers, and student data reports are sent home regularly to inform parents/families of student progress.

Student progress is monitored through district-wide progress monitoring tools, such as I-Ready and District Curriculum Assessments. Students will also be monitored through the State Progress Monitoring System to measure student progress. Parents will be informed of student progress, according to the assessments, at parent conferences. Grades are available to parents through Skyward, but progress reports are mailed home the middle of each reporting period to parents of students with a D or F in any class to inform them of their student's danger of failing. School and district websites offer information to parents/families concerning state assessments and parent trainings.