

Title I, Part A 2022-2023 Parent and Family Engagement Plan for

Lehigh Senior High School

I, Jackie Corey, 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

Parent Consultations

The school shall conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs assisted under this part consistent with section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Certifications

The school will inform/notify parents (in a timely manner) of each student attending a Title I school that they have the right to request information about their child's classroom teacher and, if applicable, the services provided by their paraprofessionals, as well as the paraprofessionals qualifications.

The school will notify parents when a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified but teaching out-of-field by providing a written notification to each parent in a timely manner. This notification should be timely and in letter form on school letterhead. Newsletters are not always timely and bring about providing information about a teacher's qualification for a specific classroom or grade that does not affect all parents. Notification may be disseminated via student backpack, U.S. mail, and meeting with parents.

School Parent and Family Engagement Policy

The school will 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 section 1116 (c-f) and Assurance 11c-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.

Policy Involvement

The school will 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.

The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement.

The school will 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.

The school will provide parents of participating children with:

- a timely information about programs under this part;
- 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 Florida's challenging academic standards; and
- 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.

If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, the parents may submit any parent comments on the plan when the school makes the plan available to the LEA.

Shared Responsibilities for High Student Academic Achievement

The school will 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 and the means by which the school and parents will build and develop a partnership to help children achieve the Florida's challenging academic standards. Such compact shall

(1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the Florida's challenging academic standards, and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time;

(2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum

- **parent-teacher conferences in elementary schools, at least annually**, during which the compact shall be discussed as it relates to the individual child's achievement;
- frequent reports to parents on their children's progress;

- reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities;
- ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Accessibility

The LEA ensures in carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.



Signature of Principal or Designee

9/30/2023

Date Signed

Parent and Family Engagement Plan

In support of strengthening student academic achievement, **Lehigh Senior High School**, receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Lehigh Senior High School** agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child's learning;
 - (B) families are encouraged to be actively involved in their child's education at school;
 - (C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED/INVOLVEMENT OF PARENTS

Lehigh Senior High School will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Parents will be invited to our regularly scheduled SAC meeting to discuss the development of the school parent and family engagement plan. The plan will be drafted and present to the committee for review and improvement. During the time, members will give their input on events that are held on campus as well as how Parent Involvement funds are spent.

ANNUAL TITLE I MEETING

Lehigh Senior High School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement plan, the schoolwide plan (SIP).

The Annual meeting will be held immediately following out yearly open house. This will allow the opportunity to reach the most parents as this is the event in which we have the most parent involvement each year. Parents will be notified via messenger messages as well as our summer newsletter and specific mailings. These items will be sent in July and August. Assistant Principal Amy Szafran will be responsible for overseeing the event in addition the team that will be determined at a later date. Evidence will be provided in the form of sign in sheets, powerpoint and comment forms.

COMMUNICATIONS

Lehigh Senior High School will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- 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 relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

Parent and family engagement policies will be distributed to families in hard copy via students in the classroom as well as messenger messages and emails. Parents will also be contact via USPS in certain situations when necessary. Those situations include but are not limited to quarterly newsletters and additional special events. All messages will be sent in the families native languages.

SCHOOL-PARENT COMPACT

Lehigh Senior High School will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

Parents will be invited to our first SAC meeting of the school year to be held in August. During that meeting, the School-Parent Compact will be discussed and developed to help support both parents and students to share responsibility for improved student academic achievement. After the compact is developed, it will then be shared with families in an electronic version in which they will completed and sign (via a google form) to verify receipt. Families that prefer a hard copy will be given a hard copy to sign.

RESERVATION OF FUNDS

Lehigh Senior High School will take the following actions to involve the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Parents will be invited to our scheduled SAC meetings to discuss Parent Involvement funds and how they will be used. This will happen during every SAC meeting and continue throughout the school year.

COORDINATION OF SERVICES

Lehigh Senior High School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

Local businesses will be contacted via letter and/or phone call to ask for any additional supports that they may have available for our parents and families. As supports and resources become available these will be shared with our families via messangers, mailings and SAC meetings to help support and offer resources to our parents. In the situation where a need arises families may be reached out to individually to accept the resources available.

Evaluation of the 2019-2020 Parental Involvement Activities

2019-2020 Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1116)]. Include participation data on the Title I annual meeting.

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	Back to School Open House	1	2,000	Parents had the ability to discuss with teachers the expectations for achievement for their students in the classroom and what to expect for the school year.
2	FASFA Workshop	1	3	Participants had the ability to learn about FASFA the importance of completion for post high school education
3	Parent Teacher conferences	50+	50+	Participants had the ability to schedule individual conferences with the teachers of their students to meet and discuss concerns as the year and instruction progressed. This was beneficial to improvement of student performance in the classroom.
4	FSA testing informational event	Not held yet	Not held yet	Participants will learn about the testing expectations that are placed on their students for the spring testing season.
5	AICE testing informational event	Not held yet	Not held yet	Participants will learn about the testing expectations that are placed on their students for the spring testing season.
6	GPA and Transcript training	Not held yet	Not held yet	Participants will learn about transcripts and GPAs and how that effects students as they matriculate through high school.
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2019-2020 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 [Section 1116)].

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	Weekly optional trainings	30	112	Increased best instructional practices (especially this school year) to assist in increasing student engagement and participation in instruction.
2	New Teacher Orientation	1	18	New teachers were invited to participate in how we assist students in being successful as well as parents. Participants participated in 3 days of training.
3	Virtual Conference-Returning to school post pandemic	1	15	This training assisted with ensuring that our teachers/staff are prepared for the different ways that students will behave and different ways to respond after this unique time in history. This training will focus on the unique challenges of returning to school post-pandemic with a particular focus on how to address the needs of at-risk and traumatized students.
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2019-2020 Barriers Summary

Describe the barriers that hindered participation by parents during the previous school year in parental involvement 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) [Section 1116].

#	Barrier (Including the specific subgroup)- Be specific	Steps you put in place to overcome barriers - Be specific
1	Covid-19	1) All events were held via zoom.
2	Internet issues for parents	1) Students/parents that informed us they had internet issues at home were given a hot spot when available in order to participate.
3	Low parent participation	This barrier is still being worked out.
4	Language Barriers	1) Since events were held via Zoom this school year, simultaneous events via breakout rooms were held to allow events to held at the same time in parents native languages.
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Evidence-Based Interventions/Strategies

Evidence-based interventions are practices or programs that have **evidence** to show that they are effective at producing results and improving outcomes when implemented. The kind of evidence described in ESSA has generally been produced through formal studies and research. Under ESSA, there are four tiers, or levels, of evidence:

- Tier 1 –Strong Evidence:** supported by one or more well-designed and well-implemented randomized control experimental studies.
- Tier 2 –Moderate Evidence:** supported by one or more well-designed and well-implemented quasi-experimental studies.

•**Tier 3 –Promising Evidence:** supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).

•**Tier 4 –Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a SEA, LEA, or outside research organization to determine their effectiveness.

NEW 2020-2021 Parental Involvement Activities

2020-2021 Building Capacity Activities

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1116]]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1116]]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116]].

Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the individual child's achievement;

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness AND Tier (see previous page)	Cost Associated with Activity
1	Back to School Open House	Veronica Young	Increase parent understanding of expectations of the school year.	August	Tier 1	\$1,000.00 <ul style="list-style-type: none"> • Newsletters • Mailing • Handouts
2	Graduation Requirements	Guidance Team	Inform parents of the needs of students as they matriculate through high school	September	Tier 4	\$100 <ul style="list-style-type: none"> • Handouts
3	AICE Inductions	Jessica Allen	Inform parents of the expectations of the AICE program as well as assist students and parents interested in becoming involved in the program the ability to participate	September	Tier 2	\$100 <ul style="list-style-type: none"> • Handouts
4	Center Inductions	Center for the Arts Department	Inform parents of the expectations of the Center program as well as assist students and parents interested in becoming involved in the program the ability to participate	September	Tier 2	\$100 <ul style="list-style-type: none"> • Handouts
5	Parent Teacher conferences	Guidance and Teachers	Allow parents the ability to meet with the teachers of their students to review Q1,Q2 & Q3 grades to review and revisit expectations.	End of each Quarter	Tier 1	\$0
6	FASFA Event	Guidance	Allow participants to understand the expectations of completing FASFA and how to be successful post-high school	November	Tier 3	\$0

7	GPA/Transcripts	Guidance/AVID team	Allow Participants to review student transcripts and learn how GPAs are calculated and follow students through High School	Dec/January	Tier 1	\$100 • Handouts
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2020-2021 Staff Training Activities

Describe the professional development activities the school will provide 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)].

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness and Tier
1	Preschool Preservice Days	Amy Szafran & Admin Team	Increased student engagement	August 2021	Tier 1
2	Kagan Summer Institute	Amy Szafran	Increased student engagement	July 2021	Tier 1
3	Weekly optional training	PCTs	Increased student engagement and understanding of content. Increased implementation of best practices.	Throughout the school year	Tier 1
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