

Seminole County Public Schools

The mission of the Seminole County Public Schools is to ensure that all students acquire the knowledge, skills, and attitudes to be productive citizens.



PARENT & FAMILY
ENGAGEMENT

TITLE I

Journeys Academy

Title I Parent and Family Engagement Plan (PFEP)

2020-2021



The following plan describes the means for carrying out designated Title I, Part A parent and family engagement requirements of Section 1116 of the Elementary and Secondary Education Act (ESEA), as amended by every Student Succeeds Act (ESSA).


Journeys Academy

I, Kenny Bevan, 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 projects, where prohibited.

I. 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 outlined in Section 1116.ESSA;
- Involve the parents and families 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 the school Parent and Family Engagement Plan with parents and families, distribute it to parents and families of participating children in an understandable and uniform format and, to the extent practicable, in a language the parents/families can understand, and make the Parent and Family Engagement Plan available to the local community;
- Involve parents and families, 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 Plan and the joint development of the schoolwide program plan/School Improvement Plan;
- Use the findings of the Parent and Family Engagement Plan review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's Parent and Family Engagement 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 or has been taught for (4) or more consecutive weeks by a teacher who is not certified or licensed;
- Provide each parent with timely notice of information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.



Signature of Principal or Designee

5/5/2020

Date Signed

II. Parent and Family Engagement

Briefly describe how the school will involve parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including:

1. How the school will involve parents and families in the decisions regarding how funds for parent and family engagement will be used:

Parents and families will be invited to join Journeys School Advisory Council (SAC) or attend the meeting. During that meeting, there will be a discussion regarding funding for parent and family engagement. Parents and families will be asked to give suggestions.

2. How the school will jointly develop, review, and revise the school Parent and Family Engagement Plan with parents and families:

Parents and families will be invited to join Journeys School Advisory Council (SAC) or attend the meeting. During that meeting, there will be discussions about Journeys Parent and Family Engagement Plan (PFEP). Parents and families will be asked to offer their input. The contribution and feedback from the parents and families will be utilized to create the PFEP.

3. Describe how and when the school provides copies of the Parent and Family Engagement Plan to parents and families of participating children in an understandable and uniform format and, to the extent practicable, in a language the parents can understand, and makes the Parent and Family Engagement Plan available to the local community:

The Parent & Family Engagement Plan will be available and distributed through the front office as requested by parents. Parents will be informed through school flyer and newsletter that copies are available. A copy of the PFEP Plan is in the Title I Binder, located in the front office. The PFEP can also be found on Journeys Academy website. It is available in a different language upon request.

4. How the school will use the findings of the Parent and Family Engagement Plan review to design strategies for more effective parent and family engagement, and to revise, if necessary, the school's Parent and Family Engagement Plan:

The school, in collaboration with parents and families, will periodically update the Parent and Family Engagement Plan. Input and feedback from parents and families will be effectively utilized.

5. How the school will provide each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading:

All families are provided an individual student report of their child's academic assessment results. Parents will be informed through school flyer and Journeys Academy website that student reports are available and distributed through the front office.

6. How the school will provide each parent timely notice when their child has been assigned or taught for (4) or more consecutive weeks by a teacher who is not certified or licensed:

Schools are required to notify parents if their child has been taught for four or more consecutive weeks by a teacher that is not is not certified or licensed. Parents/guardians receive a formal letter from the principal within the first three weeks of the assigned class.

7. How the school will 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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Schools are required to provide parents with timely notice regarding their right to request information on the professional qualifications of the student’s classroom teachers and paraprofessionals. Parents/guardians receive a formal letter from the principal within the first three weeks of the assigned class or placement.

III. Coordination and Integration

8. Describe how the school coordinates and integrates parent and family engagement programs and activities with other federal, state, and local programs (i.e. Title I, Title III).

Program/Activity	Coordination
Title I Parent Engagement (Title III, Title IX, IDEA)	Parents will be invited to attend Journeys to meet teachers, receive information regarding tutoring Services, meet community resource vendors, be informed about federal programs such as FIN, ESOL, and ePathways and invited to discuss School Compact. September 2020
Parent Night (Title III, Title IX, IDEA)	Parents will be invited to meet teachers as well as meet community agencies and organizations that focus on healthy living, relationship building, academic success and healthy coping skills September 2020
Journeys STEM Night (Title III, Title IX, IDEA)	The science event promotes parent engagement by providing students and their families meaningful science-related information and gives the parents tips, tools, and useful vocabulary necessary to achieve academic growth at school and encourage at-home conversation pertaining to science. March 2021
Back Pack Blessing/ Food Pantry (Title III, Title IX, IDEA)	Through community donations, Journeys Academy is able to provide weekly food bags to students. FIN students are provided additional food items from the Food Pantry. Year round

IV. Annual Parent/Family Meeting

9. Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school’s Title I program, their rights under Title I, student academic progress, and parent and family engagement opportunities.

	Activity/Tasks	Person Responsible	Timeline
1	Establish Annual Title I Meeting	Principal, School Administration Manager, Guidance counselors	September 2020 Feb 2021
2	Prepare Agenda for Annual Title I Meeting	Principal, School Administration Manager	September 2020 Feb 2021
3	Gather Title I information	School Administration Manager	October 2020 Feb 2021
4	Advertise for Parent/Family Night Annual Title I Meeting	Teachers/Staff	October 2020 Feb 2021

V. Flexible Parent/Family Meetings

10. 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 relate to parent and family engagement.

Conferences and meeting will be held on a variety of days with different times to accommodate parents' varying schedules and availability. Meetings may be scheduled in the morning and afternoon. Activities

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such as parent night will be schedule in the evening and Parent Conferences and SAC meetings are held in the Mornings or afternoon. Input for the school improvement plan is solicited from parents. Additional services such as transportation, childcare, home visits, etc... are provided as needed.

VI. Building Capacity

11. Describe how the school will implement activities that build the capacity for meaningful parent and family engagement. Describe how the school will implement activities that build the capacity of parents and families to improve their students' academic achievement. Describe the actions the school will take to provide materials and training to help parents/families work with their child(ren). Include information on how the school will provide other reasonable support for parent and family engagement activities as parents and families may request.

	Content & Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	How Will You Demonstrate Effectiveness of Strategy/Activity?	SIP Goal (1, 2 or 3)
1	Individual/Group Parent/Student Orientation Meeting	School Staff	Provide information to parents on expectations and how parents can help their children	August 2020 through May 2021	Orientation Packets/JAG agreements School Compact	3
2	Individual/Group meetings held at returning zone school	Journeys Staff/Transition Counselors/Zone School Staff	Provide information to parents concerning transition to zone school	December 2020, May 2021	Information/Handouts mailed out. Behavioral Contracts signed/notarized	3
3	Parent Night- (Includes assessment and graduation information)	School Staff	Provide information to parents assessments dates and resources.	February 2021	Handouts provided Teachers met with Parents (sign in sheet)	3
4	Title 1 Annual Meeting	School Staff	Provided information regarding Title 1 programs as well as receive parent feedback	September 2020	Handouts, Verbal and Written Feedback	3
5	Journeys Academy STEM Night	School Staff	Provide Science related ideas, activities and vocabulary to promote academic growth and encourage family engagement at home	March 2021	Science Stations, Verbal and Written Feedback	1
6	Career Night	School Staff	Provide students and parents information about the academic requirements for career and military options.	April 2021	Handouts, Verbal and Written Feedback	3

VII. Staff Development

12. Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other staff in how to reach out to, communicate with, and work with parents and families as equal partners, in the value and utility of contributions of parents and families, how to implement and coordinate parent/family programs, and in building ties between parents/families and the school.

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	Content & Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	How Will You Demonstrate Effectiveness of Strategy/Activity?
1	Professional Learning Communities- Therapeutic Approach Training	Administration	Teachers and staff will be better prepared and know how to interact with student in a way that will promote success behaviorally and academically. Teachers and staff will be better prepared to communicate with families.	On going 2020-2021	Discipline referrals and grades, surveys
2	Restorative Practice Training	Administration and Staff	Implemented to tackle and address areas of needs within our school culture and needs of students academically. This implementation will help staff communicate effectively with one another, with students, and with families, as well as, other stakeholders.	On going 2020-2021	Testing results and writing assessment, survey results, increased employee morale, sign in sheets
3	MTSS Training	Administration	Teach teachers how to access valuable information regarding learning gaps in content area	September, Ongoing throughout the year	Testing results, sign in sheets
4	Open House/ Family Engagement Night	Administration and Staff	Teachers will share with families the academics that are taking place in the classroom and share ways to help student academically at home. Vendors are available to provide information about various resources available in the community.	September 2020	Surveys, sign in sheets, flyers, Testing Results

VIII. Other Activities

13. Describe the other activities, such as family resource centers, the school will conduct to encourage and support parents and families in more fully participating in the education of their children.

Journeys Academy has a Parent/Family Resource Night in which parents attend in order to meet local resources/agencies in the community. An opportunity each semester is made for parents to meet staff and teachers. At this event parents meet teachers and learn about curriculum and expectations for the year. Parent/Teacher conferences and IEP meetings are held throughout the year. Information on Title I programs are shared at the Parent/Family Night using Brochures and informational session. Title I information is always available in the Title I Binder located in the front office.

IX. Communication

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

14. Timely notification about the Title I programs:

Information about Title I programs will be provided through their initial registration/orientation, newsletters, booklets/brochures, flyers and an informational session during Parent Night.

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15. Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the achievement levels students are expected to obtain:

Journeys Academy follows the curriculum and assessment expectations of Seminole County Public Schools. Curriculum and assessment information is shared by teachers at Parent Night and during parent teacher conferences. Assessment information is presented to parents via handouts and presentation at Parent Night.

16. If requested by parents and families, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren):

Parents and families may provide input to the school through a survey, email, and/or phone call to the front office. Parents and families are invited to join the School Advisory Council (SAC) to discuss ways to guide the school towards continuous improvement.

17. If the school wide program plan/School Improvement Plan is not satisfactory to the parents and families of participating children, how the school will submit the parents and families' comments with the plan that will be made available to the local education agency:

Parents and families will be invited to join Journeys School Advisory Council (SAC) or attend the meetings. During that meetings, there will be discussions regarding ways to guide the school towards continuous improvements. Parents and families will be asked to give suggestions and feedback. They may provide input to the school through at the SAC meeting or through survey, email, and/or phone call to the front office.

X. Accessibility

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

Information regarding parent participation is provided to parents via flyers (mailed and couriered by students), parent/teacher conferences, parent orientation, and phone calls. District information is available in English and Spanish. When requested, the district will provide a translator when school staff are not able to assist. School personnel will provide information for parents over the phone and at conferences. Parents with special needs are accommodated. The alternative education school site is handicapped accessible.

XI. Discretionary Activities

19. Discretionary School Level Parent and Family Engagement Plan Components: List all the activities that are required, but not paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

	Activity	Description of Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work	Parent/Teacher conferences, meetings, and workshops	Guidance and Administration	Increase positive behaviors, provide support academically, behaviorally and emotionally	On-going

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	directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];				
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Agencies are invited to the Annual Parent night to inform parents about their services. Referrals are made by school for families that willing and interested	Guidance, Administration, teachers	Students needs are meet through agencies in the community such as counseling, academic, and physical needs (food, clothing)	Parent Night (November and March), Referrals are ongoing.

XII. Building Capacity Summary

20. Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents and families to help their children.

	Content and Type of Activity	Number of Activities	Number of Participants	Demonstrated Impact on Student Achievement	Data Source Used
1	Journeys Academy Parent Night	1	75	Parents and Student engaged directly with teachers which enable opportunities to discuss student progress and needs. Parents were provided information regarding Title I services.	Sign in Sheets, Verbal and Written Feedback
2	Parent Engagement Night	1	75	Parents were able to engage with their student's teachers to discuss academic and behavior progress. Families were also connected with community organizations and vendors. Parents received information about various topics: social services, banking options, healthcare, etc...	Sign in Sheets, Verbal and Written Feedback

XIII. Staff Development Summary

21. 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 and family programs; and how to build ties between parents, families, and the school.

	Content and Type of Activity	Number of Activities	Number of Participants	Demonstrated Impact on Student Achievement	Data Source Used
1	Professional Development Edinsight	1	15	Teachers were able to access valuable information that will identify student learning gaps in content areas	Edinsight
2	Professional Learning Communities	1	20	Teachers and Staff addressed area of needs within our school	Edinsight Skyward iReady

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				academically, behaviorally, and physically by using defined interventions	
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XIV. Barriers

22. Describe the barriers that hindered participation by parents and families 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 and families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

	Barrier (including the specific subgroup)	Steps the School will take to Overcome
1	Transportation	Accommodate with flexible schedules and times to meet with parents. Offer activities at a variety of times throughout the day.
2	Length of time Students attend Journeys Academy	Teach to the value of communication with the school no matter the length of time. Emphasis will be to focus on education.
3	Negative feelings Parents and students have towards Journeys Academy since it is an alternative education site	Focus on education and communicate with parents our goals and desire to help their student be successful.

XV. Best Practices (Optional)

23. 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.

	Parent and Family Engagement Activity/Strategy	Outcomes
1	Open House/Title I Night	Provide food and invite vendors to after school events. (Invited Sheriff Department- Helicopter landing)