

2023-2024 Parent and Family Engagement Plan

School Name	Jones High School
ESEA	Orange County Public Schools

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

Assurances

The above named school agrees to the following assurances:

- Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Jointly develop/revise plan with parent and make available to the local community;
- Involve parents and families in planning, reviewing, and improving school wide program plan;
- Use the findings of 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;
- 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;
- Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

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Mission Statement

1. Does the mission statement include: How is the parent and family engagement plan a shared responsibility? How does the parent and family engagement plan assist in providing high quality instruction for all learners?	<p>The mission of Title I Parent & Family Engagement at Jones High School is to increase collaboration between parents, teachers, and administrators to improve student Achievement.</p> <p>Jones High School is committed to working jointly with parents and families to develop a plan of activities and workshops that support high quality standard-based instruction. Throughout the school year, parent engagement activities will be based upon the school taught curriculum.</p>
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Involvement of Parents

2. Does the plan include: How will the school involve the parents and families in an organized, ongoing, and timely manner in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used [ESEA Section 1116]?	<p>Jones High School involves parents on an ongoing basis as we continue to provide an efficient and effective education learning environment. Parents are informed and invited (via weekly email, newsletter, phone calls, text alerts, and social media) to attend training, information sessions, and activities based on the needs of our students. Parents are also encouraged to join the School Advisory Council (SAC), Booster Club, and the Parent Teacher Student Association (PTSA). Parents will provide input and ideas for helping JHS improve in the 2023-2024 areas of focus; instruction, student academics, discipline, and climate and culture.</p> <p>Monthly activities include, but are not limited to: SAC/PTSA meetings, Back to School Celebration/Meet the Teacher, Open House, Annual Title I Meeting, Curriculum Nights, FAFSA/College Night, Literacy Night, STEAM Night, Medical Magnet/IB Fair, parent meetings for our various student clubs/teams/organizations, and off-campus parent meetings with partners such as MVP Families (Polis Institute) to increase parental engagement.</p> <p>SAC members, the community partnership coordinator, and school administration were responsible for developing, implementing, and evaluating the Parental and Family Engagement Plan (PFEP). The PFEP was developed through the following discussions:</p> <ul style="list-style-type: none">• How to get more parents involved• Engaging activities for parents to enjoy with their student(s)• Activities that will help bridge the school with the community• Improving communication with parents, students, and the community <p>All ideas were recorded and used to develop the PFEP. All activities are documented with agendas, meeting minutes, and sign-in sheets.</p>
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Coordination and Integration with Other Federal Programs

<p>3. Does the plan include: How will the school coordinate and integrate parent and family engagement programs and activities?</p> <p>How will the school coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?</p>	<p>The school will coordinate and integrate parent and family engagement through a variety of programs and activities that teach parents how to help their child(ren) at home. Below you will find the delineated program for coordination for each school-based program.</p>
Program	Coordination
Title I, Part C/Migrant Program	Our Migrant Liaison provides services and support to students and parents. The liaison coordinates with Title I and other programs to ensure the needs of the students are met.
Title I, Part A	The Media Specialist and the SEL will provide opportunities for parents to utilize books, media materials, and computers for their extended learning via the ATS Program.
Title I, Part D	Alternative educational outreach programs will be offered and coordinated with the district's "drop-out" prevention program.
Title III	Services are provided through the district for educational materials and ELL district support services to improve the education of ELL and immigrant students. We also have staff members on campus who speak fluent Spanish and French.
Title X	McKinney Vento Program provides support to our homeless students.
Supplemental Academic Instruction (SIA)	SIA funds are coordinated with Title I funds to make supplemental academic instruction available to all Level 1 and Level 2 students.
IDEA- Individuals with Disabilities Act	Supplemental instructional support provided by Title I will be discussed with parents during the development of the student's Individual Education Plan team meeting.

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Annual Parent Meeting

<p>4. Does the plan include: 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? A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)? A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?</p>	<p>The school will take specific steps to inform parents and families about the school's Title I Program. The nature of the program is clearly described to parents and families along with adequate yearly progress (AYP), school choice, and the rights of parents. This will occur through creation and distribution of invitations, an agenda, the presentation, and documentation of the annual parent meeting.</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Develop agenda, handouts, and presentation	Admin team, department leads, and parent liaison	Ongoing	Copies of agenda and presentation.
Create and distribute invitations	Admin team	Ongoing	Screenshot of invite distributed through social media and posted on school website
Create sign-in sheet	Admin team	Ongoing	Sign in sheet
Hold the meeting	Admin team	Ongoing	Advertisement, agenda, presentation, and sign in sheet
Maintain documentation	Admin team	Ongoing	Title I documentation is uploaded 3 times a year to the district site. Hard copies of all evidence are stored on campus for 5 years.

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Flexible Parent Meetings

<p>5. Does the plan include: How will the school offer a flexible number of meetings, such as meeting in the morning or evening?</p> <p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>The leadership and staff of Jones High School value parent and family engagement and have put measures in place to offer parent meetings often and on a flexible schedule. Many of our parents are employed, so Parent Teacher Conferences are scheduled in the afternoon or on an "as needed" basis. Our Annual Meeting and Open House will be held in the evening.</p> <p>Jones High School has a partnership with MVP Families, an initiative of Polis Institute and LIFT Orlando, the development company rebuilding the 1-mile radius surrounding Jones. MVP Families is exclusive to people living in the 32805 zip code. They meet once a month at Frontline Outreach (less than half a mile from JHS) and dinner and childcare are provided. The meetings have been temporarily moved to Citrus Sports until the Frontline remodel is complete. The purpose of MVP Families is to strengthen family ties and work together to improve the educational experience of children living in the 32805 zip code. The principal is updated on these meetings as many Jones families participate.</p> <p>Home visits are conducted by our school social worker, guidance department, SAFE coordinator, administration and School Resource Officers ongoing based on need.</p>
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Building Capacity

<p>6. Does the plan include: How will the school implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How will the school provide material and training to assist parents/families to work with their child(ren)?</p> <p>How will the school provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p>	<p>The parent and family engagement plan ensures that the school implements activities that build the capacity for meaningful parent and family engagement. The activities and tasks build relationships with the community that focus on student achievement. Materials and training are provided to assist parents/families in working with their children. Activities include Parent Leadership Council (ESOL), School Advisory Council, Parent Teacher Student Association, OCPS Parent Academy, Community Leadership Council, ESE Parent Meetings, Class of 2024 Parent Meetings, Back to School Celebration, Title I Annual Meeting, College Scholarship Forum, Open House, Multicultural Night, Financial Literacy Workshops, Family Movie Night, Tax Preparation Workshop, FAFSA/College Prep Night, Evenings of Carols, Assessment & Literacy Night, STEAM Night, Black History Month Celebration, and an IB and Medical Magnet Fair.</p>			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Parent Leadership Council (ESOL)	Administration, ESOL Compliance, SEL	Provide access and increase awareness for ESOL parents to feel more empowered to assist with their child(ren)'s academics.	Quarterly	Advertisement, Sign-in sheets, presentation materials
School Advisory Council	SAC Executive Council, Administration, Parents, Staff, Students	Promote school improvement, parental involvement, and overall student achievement	Monthly	Advertisement, Sign-in sheets, presentation materials, meeting minutes
Parent Teacher Student Association (PTSA)	PTSA Board, Parents, Staff, Students	Promote parent and community involvement; empower families to advocate for their	Monthly	Advertisement, Sign-in sheets, presentation materials, meeting minutes

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		children and Jones High School		
OCPS Parent Academy (face to face and virtual)	OCPS Parent Academy Staff	Provide parents with educational resources that encourage more involvement in their child(ren)'s education	TBD	Attendance provided by OCPS Parent Academy to JHS Staff
ESE Parent Meetings	ESE Department, staffing specialist, SEL	Provide parents of ESE students with information and resources that will help their child socially and academically	As needed	Advertisement, sign-in sheets, presentation materials
Class of 2024 Parent Meetings	Administration, Senior class advisor, guidance, SEL	Provide parents with an overview of the 23-24 School year; class activities and fees/dues	Fall of 2023 and Spring of 2024	Advertisement, sign-in sheets, presentation materials
Back to school Celebration/Meet the Teacher	Administration and staff	Parents will be provided important information and free resources available to them from organizations within our community. Our goal is to remove as many barriers as possible so both the parent and child maximize the opportunities at Jones HS. Parents and students can meet their teachers.	August 2023	Advertisement, Sign in sheets, roster of community partners who handed out information, presentation, materials, and made presentations.
Digital Device Pick-up	Administration, Media specialist, IT staff	Provide families with information regarding new devices available for students including laptops, protective covers, new school IDs, and hot spots.	August 2023	Advertisements, laptop distribution list, technology guideline information
Title I Annual Meeting	Administration	Empower parents with the information about the school's Title I program. Parents will receive copies of the	October 2023	Advertisement, Sign-in sheet, presentation

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		school's PFEP and Compact.		
Open House	Administration	Parents will have the opportunity to meet all of their child(ren)'s teachers and learn the expectations for each course.	Fall 2023	Advertisement, sign-in
Multicultural Night	Administration, social studies and world languages, SEL	Provide an opportunity for parents and students to learn about cultures different from their own. We will also incorporate resources for ESOL parents.	Fall 2023	Advertisement, sign-in sheets, photos, and materials
FAFSA/College Prep Night	Administration, college & career counselor, SEL	Educate parents and students on the numerous resources available to them at JHS and the district level; help parents complete their child's Free Application for Federal Student Aid	Several events throughout the school year	Advertisement, sign-in sheets, presentation
Evening of Carols	Administration, SGA Advisor, SEL	This is a holiday activity designed to build capacity. All parents and community members are invited. Our Superior-rated band and chorus students perform a variety of carols and holiday tunes.	December 2023	Advertisement, sign-in sheets, photos
Mentors Breakfast	SEL	A breakfast to encourage the partnership of mentors with the school	Ongoing	Advertisement, sign-in sheets, presentation
Celebrate Science Night	Administration, Science, math, art, and SEL	Expose students and families to learning activities that can be done together inside and outside the home.	January 2024	Advertisement, Sign-in sheets, materials

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Black History Month Celebration- Tiger Pride Day	Administration, SGA, SEL	Celebrate the rich history of Jones High. Involve Partners in Education Alumni.	February 2024	Advertisement, Sign-in sheet, photos
Medical Magnet/IB Fair	Admin, IB & Medical Magnet coordinators	Promote the importance of parental involvement in these programs; recruit incoming 9 th graders	January 2024	Advertisement, sign-in sheets, presentation materials

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Staff Development

<p>7. Does the plan include: A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff: - with the assistance of parents/families, in the value and utility of contributions of parents/families? - in how to reach out to, communicate with, and work with parents/families as equal partners? - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]?</p>	<p>A variety of professional development activities will provide teachers, specialized instructional support personnel, principals, other school leaders, and staff with the understanding of the parent engagement plan. Assistance and support of parents and families will be utilized in developing the plan for professional development. The plan includes ADDitions Volunteers & Partners in Education Training and Parental Involvement Online Modules.</p>			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
ADDitions Volunteers & Partners in Education Training	Volunteer & Partner in Education Coordinator	Educate faculty and staff on the importance of building and maintaining ties between parents, community members and the school.	Fall 2023	Sign-sheets and exit slips
Parental Involvement Online Training Modules	Secondary Engagement Liaison	PFE modules train staff on how to effectively communicate and work with parents to increase their access to and participation in their child's education.	Quarterly	Completion confirmation

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Other Activities

<p>8. Does the plan include: How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?</p>	<p>Jones High School has a partnership with MVP Families, an initiative of Polis Institute and LIFT Orlando, the development company rebuilding the 1-mile radius surrounding Jones. MVP Families is exclusive to the people living in 32805. They meet once a month at Frontline Outreach (less than a half a mile from JHS) and dinner and childcare are provided. The purpose of MVP Families is to strengthen family ties and work together to improve the educational experience of children living in the 32805 zip code. The principal is updated on these meetings as many Jones families participate.</p> <p>We will also use our website, weekly email newsletters, and social media accounts to help promote the OCPS Parent Academy.</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
MVP Families Partnership with LIFT Orlando	Principal and Secondary Engagement Liaison	Monthly	Sustained involvement of MVP parents

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Communication

<p>9. Does the plan include:</p> <p>How will the school provide timely information about the Title I programs?</p> <p>How will the school 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?</p> <p>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)?</p> <p>How will the school submit parents/families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p>	<p>The JHS website is easy to use and allows us to communicate more effectively with parents. Information regarding curriculum, assessments, and expectations is updated regularly. We also use our website calendar, weekly newsletter, text alerts, School Messenger, and social media to advertise important meetings and events. Principal Norwood has an open door policy for all parents and community members and encourages them to contact him with any questions or concerns.</p>
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Accessibility

<p>10. Does the plan include:</p> <p>A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> <p>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?</p>	<p>Timely notification will be provided to Jones High School parents regarding parent & family engagement activities using the following notification services: weekly newsletter email, school website, School Messenger text alerts, and social media. We have on-sit translators for Spanish and Haitian Creole parents and students. The MTSS Coach and ESE Placement Specialist are available if additional assistance is required.</p>
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Discretionary Activities

11. Does the plan include: 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.)				
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 118(e)(6)]	SAC Chair and board members will be trained on how to create and implement the SIP. Training will then be conducted at the school by the SAC Chair and members	SAC Chair, board members, district and school administration	The SIP outlines the school's plan to succeed	ongoing
Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonable available sources of funding for that training [Section 118(e)(7)]	Parents and students will be invited to attend and participate in a variety of core curriculum instruction-based activities, which will cover reading, math, science, and social studies. This activity will be scheduled during the evening hours. Dinner will be served.	Family Curriculum Night Committee, SEL, and Administration	Promote parental involvement and increase student achievement	Ongoing
Training parents to enhance the involvement of other parents [Section 118(e)(9)]	District Family Involvement Trainings (Parent Academy), School's PLC and SAC	District PFE coordinator, Parent Liaison, SAC and PLC coordinator	Provide parental support and information to help students to be successful in high school and beyond	Ongoing

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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 directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]	For students who are unsuccessful, have attendance issues, behavior problems and/or other concerns, home visits are conducted.	Social worker, SAFE, and administration	Provide support to unsuccessful students by communicating and visiting with parents outside of the school.	Ongoing
Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]	Parents will be invited to attend and participate in family involvement training and conferences. This will allow parents to receive information and the necessary tools that will assist in their child's academics and social development.	SAFE, SEL, PEL, and Community Partnership School Coordinator	Promote parental involvement and increase student achievement	Ongoing
Developing appropriate roles for community-based businesses and organizations, including faith-based organizations in parental involvement activities [Section 11189(e)(13)]	Partners in education and other community supporters will provide class guest speakers, donations, and active roles in school activities	Partners in Education Coordinator and administration	Provide and promote career awareness, community ties and increase role models for students	Ongoing

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Barriers

<p>12. Does the plan include: A description of the barriers that hindered participation by parents during the previous school year?</p> <p>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 [ESEA Section 1116])?</p>	<p>Transportation, language, and economical issues have been factors that have hindered parent engagement over the past few years. Additionally, the impact of the pandemic has allowed us to offer several options for engagement including virtual options.</p> <p>Below are specific steps that Jones High School will take to address the barriers that exist from previous years.</p>
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Limited accessibility and parking for parents/families for on-site events	To plan for parking needs, employee parking has been adjusted to create additional spaces for visitors and guests at the front of the school. Careful planning is in place for larger on-site events.
Limited language proficiency of parents and families	An ESOL coordinator along with Spanish-speaking, French-speaking, and creole-speaking support personnel
Childcare during parent meetings, particularly MVP families and PTSA	Parents/Families encouraged to bring children with them. Separate room with childcare provided when possible.

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School-Parent Compact

13. Does the plan include: As a component of the school-level parental involvement policy/plan, 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?	Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.
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Adoption

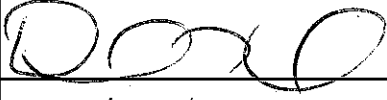
The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by

SAC Agenda, Sign-In sheet, and minutes

This policy/plan was adopted by the school on 5/1/2023 and will be in effect for the period of .

7/1/2023 through 7/1/2024 (1 year)

The School will distribute this policy to all parents of participating Title I, Part A children on or before .

Signature of Authorized Personnel	
Date	10/11/23

Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- Parent survey of previous year's events and activities
- Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- Parent Feedback Summary of PFEP Evaluation
- Parent and Family Engagement Activities Tracking Form