CCPS
Collier County Public Schools
Federal, State and Competitive Grants

2024-2025 School Parental & Family Involvement Policy (PFEP)

School: Alternative Schools – Beacon HS (9027)

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116]. Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

Assurances

Please check all the boxes

- √ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- √ The school will be governed by the statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101 of ESEA
- √ Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community. **SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan**
- √ 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 parental involvement policy and the joint development of the schoolwide program plan. **SAC minutes need to be uploaded documenting the discussion and detailed feedback provided by parents on this plan**
- √ Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent Engagement policy. **The school will analyze the Title I Stakeholder survey data to develop this plan.**
- √ Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- √ Provide each family with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field
- √ Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section1116]
- √ Publish complete PFEP in School website and share in social media. School must upload proof of distribution with Title I required documentation.

Principal Name Brent J. Klein

Principal Signature Brent J. Klein

1. **Involvement of Parents**

Describe how your school will 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**

All parents were asked to complete the Title 1 School Stakeholder Input Survey to provide input and suggestions on planning for use of Title 1 funds. This provided parents with the opportunity to review data to drive the decision-making process. At the April 2024 SAC meeting, the draft Title I proposed Use of Funds for Beacon HS was discussed and attendees had the opportunity to provide input. The proposed Use of Funds for Beacon HS was again discussed for approval at the May 2024 SAC meeting and the Use of Funds was approved. Implementation activities and updates will be reviewed at SAC meetings during the 2024-25 school year.

2. **Coordination and Integration with Other Federal Programs**

Describe how your school will **coordinate and integrate** parent and family engagement programs and activities **with Other Federal Programs** such as **Migrant, Head Start, ELL, etc.** Describe how your school will coordinate with other programs to integrate parent and family activities that teach parents how to help their children at home. [ESEA Section 1116]

Title IV provides funding for staff members to make home visits during the summer to current and former students in the Phoenix and New Beginnings programs. ESE and ELL parents are notified in writing to attend required meetings with the student, teachers, and other school personnel who work as a team to support parents in helping their child. Parents will be invited to participate in parent outreach classes conducted by the district and community representatives on how to help their children. We work with ESE and ELL program staff to ensure that all parent and family engagement initiatives address topics of interest to our diverse population of stakeholders.

3. **Annual Parent Meeting**

Describe the **specific steps your school will take to conduct an annual Title I meeting** designed to inform parents and families of participating children about the school's Title I program.

As students enroll throughout the year, parents will be informed about the program as part of their orientation to Beacon HS. They will receive the Parent/Student/School Compact and will be required to sign it at orientation. A flyer will be sent home in August inviting parents to the Annual Title 1 Meeting at Beacon HS. Sign-in sheets are collected for documentation purposes.

Provide a description of the nature of the Title I Program that will be shared with parents and families (schoolwide or targeted assistance). Provide a description of how the meeting will cover the rights of parents at the annual meeting. **Schools should use the Annual Title I PPT template provided by FSCG during this meeting.**

All parents will be invited to attend their child's Title 1 Parent night in August or September of 2024, during which the Title 1 program budget, needs assessment, and parents' rights will be presented. A PowerPoint presentation will be provided at the Title 1 Parent night that includes the rights of parents, communication strategies, the School Improvement Plan summary, and parent resources. A document outlining the rights of parents will be sent home the first week of school. These items will be further explained by the Principal/Assistant Principal during the Annual Title 1 meeting. Parents will also be invited to attend the district Title I Annual Parent Meeting.

4. **Flexible Parent Meetings**

Describe how the school will offer a **flexible number of meetings**, such as meetings in the morning or evening.

Individual meetings are scheduled with parents as each student is enrolled in the program. Individual meetings are also held as needed throughout the year to provide information about individual student progress, graduation requirements, scholarships, etc. Meetings are also scheduled at parent request at a time they deem convenient.

How will your school provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement?

Title 1 funds will not be used to provide transportation, childcare, or home visits. Our school welcomes parents to bring their children with them to ensure childcare is not a barrier to attending a meeting. Home visits are conducted by staff during the school year without the use of Title 1 funds.

5. **Building Capacity**

Please describe all activities that will address the following questions;

- How will the school implement activities that will build the capacity for meaningful parent/family involvement?
- How will the school implement activities that will build relationships with the community to improve student achievement?
- How will the school provide materials and trainings to assist parents/families to work with their child(ren)?
- How will the school provide other reasonable support for parent/family engagement activities?
- **How the school will coordinate and provide activities that support student transition (Kindergarten, Middle school, Highschool & College).** ***List at least one activity to support transition.***

Activity Name	Activity Description and Content	Timeline
Orientation	Individual meetings with parents and students to review all requirements and expectations of the program, and sign agreements, including the School/Parent/Student Compact	Upon enrollment
Parenting Brochures	Provide informational brochures to parents upon enrollment, sent home throughout year, and displayed for dissemination in front office and counselors' offices	Enrollment and throughout year
Letters	Letter regarding OOF staff are sent to parents	October and February
Financial Aid Night	Parents and students are invited to Financial Aid Night to assist with application for financial aid for post-secondary education	November
Career Fair	Students attended a career fair centered on public service jobs in the community (police officer, EMT, Fire, county employee, etc.)	January
College Visits	Students and parents are invited to attend visits/tours of iTech, LWTC, and FSW.	Once per semester and by request

6. **Staff Training**

Describe 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 on:

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families

- How to implement and coordinate parent/families programs, and build ties between parents and schools

Administrative teams will provide training to staff during a program-based staff meeting at the beginning of the school year on how to communicate and work with parents.

7. Other Activities

Describe 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)?

Phone calls are made to parents and students by lead teachers, counselors, mentor staff members, and/or administrators regarding individual student progress. Parents are invited by individual phone calls to meetings, and parents are shown how to track their student's progress online at the initial orientation.

8. Communication

Describe how will your school provide timely information about the Title I programs (PFEP Plan, SIP, and any programs funded with Title I)

Individual meetings are scheduled with parents each year as students enroll. The parents are required to attend these enrollment meetings; therefore, staff work diligently to schedule them to accord to the parents' schedule. Individual meetings are held as needed throughout the year to provide information about individual student progress, graduation requirements, scholarships, etc. Meetings are also scheduled at parent request.

How will your school **share with parents** the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Individual orientation meetings with parents and students are held upon enrollment into the program. Phone calls are made to parents by lead teachers, counselors, and mentor teachers regarding each student's progress. Parents are also invited to an Open House Parent Night in August/September that also discusses the school curriculum, forms of assessment, and achievement levels. Parents also receive district communication on state and district assessments, and how to access this information online via the CCPS Parent Portal.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Individual meetings with teachers, counselors, and/or administrators will be scheduled with parents as requested. We invite parents to be as involved as they would like to be in their child's education.

How will your school submit parents/families comments if the Schoolwide and Parent and Family engagement plans are not satisfactory to them?

Parents have opportunities to provide feedback at monthly SAC meetings, through parent surveys, and at individual meetings with lead teachers, counselors, and administration.

9. Accessibility

Describe how your school offers parent/family engagement activities **for all** parents/families? ***(Including parents with limited English proficiency, disabilities, and migratory children).***

Interpreters are provided for non-English speaking parents and those with hearing impairments. Phone conferences can be provided for parents who are not available to have in-person contact.

Describe how your 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.**

Phone messages and many documents are delivered in the 3 primary languages of our community: English, Spanish, and Creole. Outside of these 3 primary languages, our programs will provide information in additional languages upon request of the parent, provided an option exists to do this without undue difficulty.

10. Barriers

Describe the barriers that hindered participation by parents **during the previous school year**. Include 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)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Limited English proficiency	Provide translators for all meetings as necessary. Ensure all flyers sent home are translated for parents.
Migrant Families	Individual phone calls to migrant families to share information. Individual meetings for families that cannot participate during scheduled meetings.

11. Upload Evidence of Input from Parents on the development of the PFEP

Upload a copy of SAC minutes that include a statement that parents were given the opportunity to discuss and provide input on the **FY25 Parent Involvement Policy (PFEP)** prior to approval. Be specific with the feedback provided by parents. Please upload the document in your school folder in the Title I Drive - Teams.

12. Upload FY25 Parent-School Compact

Upload an electronic version of the FY25 Parent-School Compact. Please upload document in your school folder in the Title I Drive - Teams.

13. Upload Evidence of Parent Involvement in Development of Parent-School Compact

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY25 Parent –School Compact** prior to approval. Be specific with the feedback provided by parents. Please upload document in your school folder in the Title I Drive - Teams.

Evaluation of the Previous Year's Parent and Family Engagement Plan

Review your FY24 School Parent and Family Engagement Policy (PFEP) and complete below.

1. Building Capacity Summary

Provide a summary of activities provided during the **2023-2024** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting, Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity build parent and family capacity to improve student achievement? If not completed, provide rationale.
Annual Title I Meetings	1 meeting per program	Total all 5 Programs = 43 parents, 24 students, and all instructional staff	Understanding the Title 1 supports available to the children through the program, as well as communicating to the parents how they can utilize district resources to help their children succeed.

Monthly New Beginnings Promotion Ceremonies	1 per month at each NB program	Average of 15 parents per ceremony	Strengthens the school/parent partnership. Celebrates the achievements of the students. Creates monthly opportunities for parents to meet with staff and talk about their children.
Orientation upon enrollment	1 enrollment for each student	All students and parents	All parents and students learn the expectations of the program, the supports available to the student & parent within the program, the required assessments and corresponding curriculum, how best to help their child succeed within the program, an overview of the child's academics and test scores, and it provides parents an opportunity to ask questions.
Parent Night	1 per semester	**Fall:** 4 Parents, 3 Students **Spring:** 7 Parents, 2 Students	Reviewed graduation requirements; Provided info on how parents can help students graduate' Presentation by local colleges on the admission process & financial aid;

2. **Staff Training Summary**
   Provide a summary of the **professional development** activities provided by the school during the **2023-2024** school year to educate staff on the importance of Parent and family engagement. 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.

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale
Staff development on communication with and involvement of parents	1 session for each program	All staff.	The training provided best practices related to communicating with and supporting parents in an effort to build a strong partnership with them relating to their child's education and well-being.

3. **Review your FY23 School Parent and Family Engagement Policy (PFEP) Barriers Section.**
   To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement (PFE) funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School took to Overcome	Implementation (Full, Partial, Not Yet)
Limited English Proficiency	Provide translators for all meetings as necessary. Ensure all flyers sent home are translated for parents	Full