



Pasco County Title 1 School Level  
**Parent and Family Engagement Plan 2024-2025**

**Chasco Elementary School**

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed on by parents periodically to meet the changing needs of parents and the school.

**School's vision for engaging families:** Our mission at Chasco Elementary School is...Together we will provide a safe environment where we empower ALL students to be independent thinkers, prideful citizens, and develop a life-long love for learning. When we say together, this includes our community and families. We believe our parent and families are necessary for our students' success. Our vision is that all students will learn at high levels to be successful in college, career or life.\_

**What is Required:**

**Assurances: We will:**

- Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
- Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
- Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
- Involve parents in the planning, review, and improvement of the Title I program.
- Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement, and describes how parents and teachers will communicate.
- Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- Provide materials and training to help parents support their child's learning at home. Educate teachers and other school staff, including school leaders, on how to engage families effectively.
- Coordinate with other federal and state programs, including preschool programs.
- Provide information in a format and language parents can understand, and offer information in other languages as feasible.

Principal: William Woodland Johnson III

Date: August 7, 2024

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**EVERY TITLE I SCHOOL IN PASCO COUNTY WILL:**

- 1. Involve parents in the planning, review, and improvement of their Comprehensive Needs Assessment and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan with an adequate representation of parents.**

<b>Describe the method in which parents were involved</b>	parents were involved The school advisory council, which is comprised of parents, teachers and community partners began to discuss the Comprehensive Needs Assessment and the Title I program beginning at our first SAC meeting in September. Each month, sections of the Title I plan and School Success Plan is discussed and thoroughly explained to the council. Trainings and/or workshops of learning are conducted to build the parents and community knowledge through the monthly SAC meetings.
<b>Date of meeting to gather parent input for Comprehensive Needs Assessment</b>	February 7, 2024
<b>Date of meeting to gather parent input for this Title I Parent and Family Engagement Plan</b>	February 7, 2024

*\*Evidence of the input gathered and how it was/will be used should uploaded to Title I Crate.*

- 2. Develop a school-home compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents & teachers will communicate.**

<b>How were parents invited to develop or revise the compact?</b>	Our SAC committee, composed of parents, staff, and community members, met to review the current compact. They were given the compact and asked to review the sections and provide suggestions for editing directly on the form. A consensus was built for the whole document and approved by each member.
<b>Date of parent meeting to develop or revise the compact</b>	February 7, 2024
<b>What communication methods will be used between teachers &amp; parents as well as school &amp; parents?</b>	Our teachers use the Hom-School Communication Folder, Class Dojo, email, and/or the phone to communicate with families on a regular basis. Our Parent committee also coordinates an October Conferencing Night for parents to arrange a beginning of the year conference in the evening. Monthly Parent events are also planned to both educate and connect our school community. Our school communicates with parents with weekly School Connects that go out on Sunday evening, our email addresses posted on our school website, and flyers distributed weekly. We also have a Twitter and

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	Facebook account where we share classroom happenings and current events that provide parents with a variety of opportunities to stay connected.
Elementary schools are required to hold at least one face to face conference with parents. Explain your process?	Chasco will hold two parent conference nights. These conference nights will be held during the second and third nine-week periods. If parents are unable to attend in the evening, then teachers plan and document a conference at a time that works for both teacher and parent.

*\*A parent signed copy of the compact should be uploaded to Title I Crate as evidence of implementation.*

*\*Evidence of the input should be uploaded to Title I Crate.*

**3. Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.**

<b>What information is provided at the meeting? How are parents notified of the meeting?</b>	At Chasco, we share information about our Title I program at Open House in September. All parents receive an invitation to Open House at Registration Day and also sent home with students during the first week of school. The invitation includes an invite to the Title I meeting, in our media center. At the meeting, we share the Title I brochure and information about spending our Title I funds and the supports that are provided to our school through the Title I program.
<b>Tentative date and time(s) of the Annual Title I Meeting and steps taken to plan the meeting</b>	August 7, 2024 at 10:00am Administration plans the meeting and writes a bullet pointed agenda to accurately present the information to parents
<b>How do parents who are not able to attend receive information from the meeting?</b>	Our Title I presentation will be assessable via our Facebook, school website and Twitter pages. Videos of the presentation, as well as Open House will be shown on Facebook. Title I fliers as well as family welcome letters are sent home in the first day packet for all students.
<b>How are parents informed of their rights?</b>	Our parents follow the same rights as presented to all Pasco County parents. Parent rights are publicly displayed on the Pasco Schools website. School office staff and newly hired instructional staff members will be trained by the ESOL/ESE compliance specialist regarding the legal rights of immigrant students, registration procedures, and right to attend school. Training will also include the rights of a translator during a parent conference and the need to include our ELL instructional assistant in all conferences of ELL students. Parents Right to Know is included in the Annual Title I Meeting as well as the Annual Title I letter is sent home at the beginning of the year.

**4. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents in more fully participating in the education of their children and/or to help support learning at home.**

<b>Title III-ESOL</b>	
<b>Title IX-Homeless</b>	The School Social Worker and SIT Liaison communicate and share information to parents regarding Title IV and Homeless.
<b>Preschool Programs</b>	The Headstart PreK Family Involvement Coordinator works with the Headstart Staff and school administration to schedule monthly family information sessions. In addition, the coordinator schedules home visits and helps build relationships with the school and family

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<b>IDEA/ ESE</b>	Our ESE Team provides parent education and support for families with students with disabilities at our monthly Parent events
<b>Migrant</b>	
<b>Other</b>	

**5. Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.**

<b>Allocation</b>	\$5,000
<b>Explain how these funds will be used this school year</b>	The Parent Involvement funds are used to support the planning and implementation of our monthly Parent events, as well as communication to parents.
<b>How are parents involved in deciding this?</b>	Our SAC/PTO review and provide input on our annual Parent Involvement Plan. It is accessible on our website for all parents to review.
<b>How did you document parent input?</b>	Parent input is documented on a feedback form that is distributed at our SAC/PTO meetings at the end of each school year. The feedback is also reflected in our SAC/PTO minutes. The recommendations given from each stakeholder group are considered and reflected in our parent Involvement Plans for the following school year.

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6. Provide assistance, training, workshops, events, and/or meetings for parents to help them understand the education system, curriculum, standards, state assessments and achievement levels.
- Best practice is to hold parent events that teach caregivers a new tip, tool, or strategy, that parents can use at home with their child to help reinforce what they are learning in the classroom.
  - Think of Family Engagement as a strategy to reach the goal of student achievement
  - Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy to read format.

<b><u>Building Capacity of Families</u></b>								
SuP goals	Title/Description of Strategy	How will this impact student achievement?	When will this occur?	When applicable, indicate the services you will provide to families.				How will this support learning at home?
				Transportation	Light Refreshments	Childcare	Translation	
1.	Parent Academic Night (Winter Fest and Spring Fest)	Parent information on student achievement						
	Conference Nights	Parent information on student achievement						

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2.	CHES Open House, meet the teacher day	Share clear grade level expectations, ways to monitor the progress of their child in relation to the expected achievement levels and share assessments that their child will be taking within this year. This will help support our Cub's achievement and success.						
3.								
Other:								

<b>Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.</b>	Parents are provided information through a variety parent teacher communication methods. Parent/Teacher conferences, class newsletters, and data binders are all shared and available to parents throughout the year
<b>How will workshops/events be evaluated? How will the needs of parents be assessed to plan future events?</b>	Parent surveys will be used to assess the effectiveness of each event. These surveys will be shared with our leadership team when developing on-going events throughout the year
<b>Describe how the needs of parents/families who speak a language other than English will be met at workshops/events.</b>	We ensure that at least one staff member that speaks Spanish is at all of our parent events to support our parents that speak a different language.

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<b>What are the barriers for parents to attend workshops/events and how do you overcome these?</b>	We have events in the morning and other events in the evenings. This is one example of intentionally flexing the time to provide opportunities for engagement.
<b>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</b>	All areas of our campus are accessible to families that may have physical disabilities. We have an elevator, too. We request sign language interpreters for our families that are deaf or hard of hearing. If we know there is a need, we seek to find out how to accommodate our families.
<b>How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?</b>	All areas of our campus are accessible to families that may have physical disabilities. We have an elevator, too. We request sign language interpreters for our families that are deaf or hard of hearing. If we know there is a need, we seek to find out how to accommodate our families.

*\*These events should be included on the Data Collection Sheet for School Events.*

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**7. Utilize strategies to ensure meaningful Communication**

<b>Describe the methods that will be used to ensure meaningful, ongoing communication between home and school</b>	<p>Staff will support their parents and children at home by having constant communication via phone and mystudent communication. Grade level teams can also decide on a more involved way to let parents know the information that is needed.</p> <p>It is expected that teachers communicate weekly with our parents. Newsletters, emails, and student planners are used to provide ongoing communication with families. Parent Teacher Conferences are scheduled school-wide once a year and available throughout the year, as scheduled or needed. We also have a school website with staff email addresses.</p>
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**8. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent engagement in increasing student achievement. Indicate below if you are choosing to participate in the Scholastic provided PD, or the district micro-PD video option, or a combination of both. Explain your plan for this school year.**

<u>Topic/Title</u>	<u>How does this help staff build school/parent relationships?</u>	<u>Format for Implementation: workshop, book study, presenter, etc.</u>	<u>Who is the audience?</u>	<u>Tentative Date/Time</u>
Monthly SAC/ Parent PRIDE meetings and events	These monthly meetings include our SAC, PTO and staff meeting to design our evening Parent PRIDE events. Our committee meets in sub-committees to plan Communication, Incentive, Academic Support, and Community Outreach (food, childcare, interpreters, etc.) Our staff and PTO work together to plan the best ways to support and encourage the school and home connection.	Committee meetings Surveys	Committee and PTO CHES Parents and Staff	September – May 2024 - 2025: the last Monday of the month 8:00-9:00 am *monthly Parent events recorded in #6 and on 2024-2025 CHES Community Engagement Calendar
PBIS T2 and SEL	CHES has joined the Positive Behavior Intervention Systems of Support and monthly provides staff training on the district SEL initiatives. A part of this initiative includes building positive parent relationships through clear expectations, inclusion activities, and positive reinforcement when parents connect with our school. A letter and survey was shared with our parents and we will include more information and reinforcement at our Parent PRIDE events each month	Committee meetings Surveys Parent event information stations	PBIS Committee Mtgs.	September – May 2024 - 2025: the last Monday of the month 8:00-9:00 am *monthly Parent events recorded in #6 and on 2024-2025 CHES Community Engagement Calendar



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9. Provide an easily accessible resource area where parents and families can get information about the school facility, school policies, contacts, academic assistance, community resources and other materials.

<u>Location of Resource Center/Area</u>	<u>Person responsible for monitoring and updating Resource Center/Area</u>	<u>List a sampling of materials made available in the Resource Center/Area</u>
Front Office/Student Services Hallway	Front Office/Student Services Hallway	2024-2025 Calendar of Community/Family Engagement Events, SuP at a Glance, Title I brochures, Bags of Books and Parent Reading Coach resources from ARC, Math/Science Connection newsletters, community-based supports

Principal: William Woodland Johnson III      Date: August 7, 2024

**Drafts of PFEP's are due in Title I Crate by April 15<sup>th</sup>, 2024.**

*\*Copies should be placed on the school website as well as in the Title I Family and Community Binder in the front office for parent and community access. Information regarding where the plan may be accessed should be communicated to parents and the community.*

*\*A "Family Friendly" version of this plan should be distributed to families and uploaded to Title I Crate.*

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<sup>1</sup> (7/13/22)

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