



# Orange County Public Schools

## District Parent and Family Engagement Plan 2021-2022



# Table of Contents

<b>Assurances</b>	<b>2</b>
<b>Mission Statement</b>	<b>3</b>
<b>Engagement of Parents</b>	<b>3</b>
<b>Technical Assistance</b>	<b>4</b>
<b>Coordination and Integration</b>	<b>6</b>
<b>Annual Evaluation</b>	<b>7</b>
<b>Building Capacity</b>	<b>8</b>
<b>Staff Training</b>	<b>10</b>
<b>Communication and Accessibility</b>	<b>12</b>
<b>Discretionary Activities</b>	<b>12</b>

# Parent and Family Engagement Plan

2021-2022

I, Dr. Barbara M. Jenkins, do hereby certify that all facts, figures, and representations made in this plan 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

The Local Education Agency (LEA) commits to the following:

- The LEA will conduct outreach to all parents and family members and implement programs, activities, and procedures for the engagement of parents and family members in all of its schools with the Title I, Part A programs consistent with Section 1116 of ESSA. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA, Section 1116(a)]
- The LEA will work with its schools to ensure that the required school-level parent and family engagement plan is developed under Section 1116(b) of ESSA. The LEA will also work with its schools served under this part to develop a school-parent compact that outlines how parents, the entire 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 meet the State's challenging academic standards. [ESSA, Section 1116(d)]
- The LEA will incorporate this LEA-wide parent and family engagement plan into its LEA plan developed under ESSA, Section 1116.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the LEA and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children, including providing information and school reports required in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand. [ESSA, Section 1116f]
- The LEA will involve parents and family members of children receiving services under this part in the decisions regarding how funds reserved are allotted for parent and family engagement activities and will ensure that not less than 90 percent of the funds reserved under this part shall be distributed to schools with the priority given to high-needs schools. [ESSA, Section 1116(1)(3)]
- The LEA will be governed by the statutory definition of "parent and family engagement" as defined in ESSA Section 8101 and expects that its Title I, Part A schools will carry out programs, activities, and procedures in accordance with this definition.
- The LEA will use funds reserved under this part to carry out activities and strategies consistent with the parent and family engagement plan as outlined in ESSA Section 1116(a)(3).



9/1/21

**Signature of Superintendent or Designee**

**Date**

(Note: If this certification is signed by a designee, then provide the letter authorizing this person to sign in place of the Superintendent.)

## Mission Statement

### Parent and Family Engagement Mission Statement

**Response:** With the support of families and the community, we create enriching and diverse pathways that lead our students to success.



## Engagement of Parents

Describe the actions the Local Education Agency (LEA) will take to involve parents in the following required plans:

- LEA-wide parent and family engagement plan (PFEP)[Section 1116(2)];
- LEA plan [Sections 1112(b) and
- How the funds reserved for parent and family engagement will be spent [Section 1116(a)(3)].

**Response:** Orange County Public Schools has an established Parent Engagement District Advisory Council (PEDAC). PEDAC is composed of parents from Title I, Part A schools, and community representatives. To ensure a fair and balanced council, the district strives to align with parameters used to establish a School Advisory Council. Federal Programs Director and Parent and Family Engagement team serve as facilitators of this group. The Parent and Family Engagement and Title I Compliance teams effectively share responsibility with Council members to provide training, arrange meetings, provide explanations for the requirements of Section 1118 of the Elementary and Secondary Education Act (ESEA) and provide information to parents and families that need to make well-informed decisions for their children.

PEDAC is involved in the planning, review, evaluation, and improvement of Title I programs, including writing the district's Parent and Family Engagement Plan (PFEP). The district-wide Parent and Family Engagement Plan is incorporated into the Local Educational Agency (LEA) Plan that was developed under Section 1112 of the ESEA.

PEDAC, along with input from parents and families at Title I, Part A schools, are involved in making decisions regarding how the one percent of Title I, Part A funds reserved for parent and family engagement are spent. The district ensures that not less than 90 percent of the one percent goes directly to the schools after equitable provisions are provided to participating private schools. The Federal Programs Director and Budget team, along with other Federal Program department members, work closely with school teams to ensure the correct allocation of funds and monitoring of expenditures.

Monitoring for implementation of the LEA's Parent and Family Engagement Plan and School Parent and Family Engagement Plans is meticulously documented using multiple means of data collection including parent meeting minutes, survey instruments, evaluative tools, and digital compliance documentation. The Parent and Family Engagement team provides training, guidance, and technical assistance to school Parent Engagement Liaisons (PELs), Secondary Engagement Liaisons (SELs), school administrative teams, and parents. During Parent Engagement District Advisory Council meetings, information collected from parents, Title I, Part A schools, and the district is discussed, analyzed, processed and documented.

The Parent Engagement District Advisory Council provides input in the development of and the implementation and evaluation of the District's Parent and Family Engagement Plan. At the LEA level, there is parent and community representation on the Council overseeing



the school improvement guidelines. The process for school improvement is established in all Title I, Part A schools. The Office of Research, Accountability and Grants, and Federal Programs department provides training and guidance to Title I, Part A schools to engage parents and families in the school improvement process. The Federal Programs department, which includes the Parent and Family Engagement team provides training and strategies to engage parents and families in all aspects of the school and their child's education.

The Professional Learning Department and staff consult with teachers, administrators, parents, and other appropriate school personnel to ensure that stakeholders are equally involved in the collaboration and decision-making process as required by the Every Student Succeeds Act (ESSA). In meaningful and active consultation, as partners, the Federal Programs department provides technical assistance to schools in writing the school-site Parent and Family Engagement Plan, implementing programs and activities, and understanding the correlation between the Parent and Family Engagement Plan and the School Improvement Plan to ensure requirements are met.

The parents and families in Orange County are diverse in culture, language, and needs. The Professional Learning Department and Title I, Part A schools collaborate with parents and the community to provide opportunities for all students. This partnership serves to establish programs, activities, and best practices that will enhance the engagement of parents and families to reflect the needs of parents, students, and schools. The Professional Learning Department makes certain the development of such programs and activities promote student achievement, provide for continuous improvement of programs, and involve developing parents as leaders and equal partners in their child's education.

## Technical Assistance

Describe the actions the LEA will take to provide coordination, technical assistance, and other support necessary to assist Title I, Part A schools in the planning and implementation of effective parental engagement activities which build the capacity of parents to improve the academic achievement of their child and overall school performance [Section 1116(a)(2)(b and c) and 1116(e)(1-14)]. Include a description of the process the LEA will use to review the school-level PFEP to ensure compliance with all requirements of Section 1116[34 CFR200.21(c and d)]. Include information on how the LEA will provide other reasonable support for parental engagement activities under Section 1116 as parents may request [Section 1116(e)(14)].

**Response:** Planning and Implementation Process Ongoing: August – June

Title I Compliance Specialists and the Parent and Family Engagement team meet with Title I, Part A schools to conduct training and provide technical assistance on how to write and implement effective Parent and Family Engagement Plans and Parent-School Compacts yearly in March. Technical assistance is also provided throughout the year to assist schools in selecting appropriate, research-based parent and family engagement activities that fulfill the requirements of the Every Student Succeeds Act (ESSA) and Section 1118 of the Elementary and Secondary Education Act (ESEA). Parent and Family Engagement team members conduct school site visits to provide support and coaching to school-based Parent Engagement Liaisons (PELs) and Secondary Engagement Liaisons (SELs) on best practices to engage parents and families. Schools are also provided with individual support in creating, implementing, and evaluating parent engagement activities, programs, and events. The Parent and Family Engagement team provides professional development to PELs and SELs during the Parent and Family Engagement Summer Institute and four face-to-face Learning Labs and onsite visits throughout the year. These professional development sessions are designed to build the capacity of PELs and SELs. School administrators are offered a Principals' Program Implementation Meeting to receive an overview of the researched-based framework, program goals, expectations, and anticipated outcomes. Specifically, administration, school staff, PELs, and SELs will ensure that each parent and family activity at the school level is linked to learning in alignment with the process conditions outlined by Dual Capacity-Building Framework for Family-School Partnerships. Process conditions are research-based strategies that have proven to support the capacity building of parents and families to improve the academic success of their child(ren).

The Parent and Family Engagement team, and other departments within the district, provide numerous resources for families such as the Family Engagement Resource Center (FERC), printed materials and other forms of media, online resources, PowerPoint presentations, and opportunities to attend training.

Communication with schools occurs daily. Schools are provided support via email, phone, onsite visits, and online Canvas courses conducted by the Parent and Family Engagement Team. Parent Engagement Liaisons and Secondary Engagement Liaisons at respective school sites communicate best practices to the staff and families through support provided through professional development, on-site coaching, bi-monthly newsletters, and district-created informational announcements. Additional educational support is provided through the OCPS Parent Academy, Engage 360 Virtual and Engage 360: Learn Where you Live.

Title I Compliance Specialists review all Title I school Parent and Family Engagement Plans thoroughly and provide feedback and support to individual schools and groups to ensure the inclusion of all parents, assist with implementation of activities, and the acquisition of necessary resources, and organizational ideas. Each Title I, Part A school submits their School Improvement Plan and Parent and Family Engagement Plan as required. The Federal Programs department, specifically Title I Compliance assists the schools with understanding how the plans are correlated, the importance of the correlation, and the impact on student achievement. Technical assistance is provided to ensure effective training for developing, implementing, monitoring, and evaluating programs and activities that foster engagement of parents and families, students, schools, and the community.



Technical Assistance is provided to Title I, Part A schools on an ongoing basis to help them with the requirements of Section 1118. The Parent and Family Engagement engages in the process of supporting and monitoring schools from August through June, a cyclical process. The Federal Programs department and the Florida Department of Education provide technical assistance to the Parent Engagement District Advisory Council and Title I, Part A schools for the review and updating of school and district Parent and Family Engagement Plans. The planning and training for Title I, Part A schools, and parent representatives are conducted in March through May of the preceding year. Schools review their data, School Improvement Plans, and Parent and Family Engagement Plans to begin the process of identifying barriers to parent and family engagement, designing a plan, and the Parent-School Compact.

Title I Compliance Specialists are responsible for monitoring school-based parent and family engagement programs. This is accomplished by each school providing the Federal Programs department with a Parent Engagement Activity Tracking Form. Each form provides a description of the activities executed, the number of participants, and certifies the use of Math, ELA, ESE, and/or ELL strategies for curriculum-related activities. For the 2021-2022 school year, the Federal Programs Title I Compliance department will utilize a digital system for documentation. The Parent and Family Engagement team will track OCPS Parent Academy, and Engage 360, event registration, event quality, and participation through an internal data collection system. Additionally, the Parent and Family Engagement Team will track parent workshops that are linked to learning through internal data collection systems.

Onsite visits are conducted by the Parent and Family Engagement team to ensure that effective parent and family engagement activities are being implemented and documents are completed as evidence of effective implementation. The Federal Programs department assists schools in need of support, upon request and as needed, throughout the year. The Federal Programs department visits with schools to support the implementation of programs. The district designs and models four district-level modules for parent and family engagement programs and activities for Title I, Part A schools to replicate. Modules educate school staff on communicating and working with parents as equal partners and the effective implementation and coordination of family engagement events.

## Coordination and Integration

Describe how the LEA will coordinate and integrate parent and family engagement strategies from Title I, Part A with other federal programs (including but not limited to Head Start, Early Reading First, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Title I, Part C and Part D, Title III, and Title IV, Part A) [Sections 1116 (a)(2)(D) and 1116(e)(4)].

<b>Program</b>	<b>Coordination</b>
<b>Parent and Family Engagement Team</b>	Collaborative effort between Title I and other district departments to enhance student achievement through the training and support of school site Engagement Liaisons in the planning and implementation of effective parent engagement strategies that empower parents as the first educators of students.
<b>Parent and Family Engagement Team OCPS Parent Academy</b>	Collaborative effort between Title I and other district departments to build parent capacity through the support of community and family engagement that focuses on student achievement, social-emotional learning/wellness, parenting, advocacy, and personal growth.
<b>Early Childhood Education/Parent and Family Engagement Team</b>	Secure Pre-Kindergarten programs and resources, Title I combines training and resources for parents and students. The Early Intervention programs are a major focus in Orange County Public Schools. Pre-Kindergarten, Voluntary Pre-Kindergarten, First Start Kindergarten, Head Start, and the Migrant Early Readiness Program are examples of how we extend program services by working together. Provide Training for Parent Teacher Home Visits to build relationships between school and families.
<b>Title I/ Part C Migrant/PAFE team</b>	Collaborate to share strategies and best practices about parent and family engagement in the creation and delivery of parent activities and workshops.
<b>Title I/Title X Homeless Education/ Parent and Family Engagement Team</b>	Partnership supports the funding of homeless education liaisons that have direct contact with parents. Collaborate to share strategies and best practices about parent and family engagement in the creation and delivery of parent activities and workshops.
<b>Title I Federal Programs/Title II/ Parent and Family Engagement Team</b>	Promotion of Family Literacy strategies for increased student achievement; development and strengthening the relationship between parents and their child's school; Title I, Part A, OCPS Parent Academy, Parent and Family Engagement Team and Curriculum provide joint training sessions for Parent Engagement Liaisons and parents.
<b>Title I, Part A/Title I, Part D (Neglected &amp; Delinquent)</b>	Collaboration to provide parent/school training sessions and services that promote capacity building and student achievement.
<b>Title I, Part A/Title III Multilingual/ Parent and Family Engagement Team</b>	In an effort to meet the needs of OCPS' diverse families, coordination, collaboration, and consultation for effective communication are provided by translators, printed translations, and translation devices. District Multilingual Parent Liaisons and school-based Engagement Liaisons receive training in support of parents and families in research-based engagement activities. Support and workshops are then provided to parents to help their children with skills to promote academic achievement in languages that best meet their needs.
<b>School Improvement Funds, Title I, Part A and the Office of Research, Accountability, and Grants</b>	Consultation and coordination to promote effective parent and family engagement experiences including parents and children of private schools by providing training.

## Annual Evaluation

With the inclusion of parents, describe the actions the LEA will take to conduct an annual evaluation of the content and effectiveness of this parent and family engagement plan in improving the academic quality of the Title I, Part A schools [Section 1116(a)(2)(E)].

**Response:** The LEA involves parents of Title I, Part A students in the development of the LEA Parent and Family Engagement Plan and the process of review, evaluation, revision, and in the decisions regarding how the one percent allocation for parent and family engagement will be spent. The Title I Budget Manager is the operable force that ensures this process is done by calculating the equitable portion for services to families of students enrolled in Title I and private schools for the fiscal year. The Title I Department, Parent Engagement District Advisory Council, school administrators, and school parent and family engagement committees, provide opportunities for parent input from parents of children receiving services under Title I, Part A. They are included in decisions regarding how funds reserved for parent and family engagement activities at the district and at Title I, Part A schools will be spent.

The annual evaluation process is accomplished with the assistance of the Parent Engagement District Advisory Council (PEDAC). This group is composed of parents, educators, administrators, and community representatives from the district's learning communities, the Professional Learning Department, and select Title I staff; namely the Parent and Family Engagement team. In order to conduct an effective annual evaluation, the council meets four times per year to review the district's Parent and Family Engagement Plan, evaluations, surveys, performance data, trends, barriers to participation, and the effectiveness of parent engagement programs and activities. The Council is provided ongoing guidance and technical assistance by the district's Professional Learning Department, Parent and Family Engagement team administrators, and FDOE's Division of Family and Community Outreach to educate and update ESSA requirements for parent and family engagement, identify effective research-based parent and family engagement practices, and understand the purpose and functions of the Parent Engagement District Advisory Council and the LEA Parent and Family Engagement Plan requirements.



To ensure that Title I, Part A schools and parents of participating children have a voice in the decisions regarding the programs, and activities included in the LEA's Parent and Family Engagement Policy/Plan, the Title I Department works with Title I administrators, school-based Parent Engagement Liaisons, Secondary Engagement Liaisons, and parent representatives to ensure each family receives the condensed version of the LEA's Parent and Family Engagement Plan, and that they, along with the community, have access to the full plan through the Title I Federal Programs Department and school websites. Printed and digital copies are housed at Title I, Part A schools, at the district Title I Department, and Family Engagement Resource Centers.

Multiple means of data collection are encouraged and utilized by the Title I Department and Title I, Part A schools. Parents in Title I, Part A schools are provided with an evaluation instrument to evaluate the effectiveness of the LEA's Parent and Family Engagement Plan and their school's Parent and Family Engagement Plan and activities. The End of Year Stakeholder Survey is conducted by the Department of Research, Accountability and Grants to gather a wide range of input from parents, teachers and administrators. This information is reviewed and analyzed by the PEDAC and used to improve the quality of the Parent and Family Engagement Plan and activities.

School-based Engagement Liaisons and site-based administrators are responsible for assisting the LEA in the distribution of Parent and Family Engagement Plans, resources, and the evaluation process. The final meeting for the Parent Engagement District Advisory Council is held in the spring of each year. The Council reviews parent participation data collected from workshops, district-wide events, data tracking documentation, and meetings. Printed and digital copies are available.

## Building Capacity

If the LEA plans to implement LEA-wide activities, describe the actions the LEA will take to build the schools' and parents' capacity. The plan should demonstrate a partnership among the school, the parents, and the community to improve student academic achievement [Sections 1116(a)(2)(C), 1116(1-14)].

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Parent Engagement District Advisory Council	Federal Programs Senior Director Professional Learning Department, Director Parent and Family Engagement Administrators	Enhance best practices in order to increase student success and school improve- ment.	August- May	PEDAC Meeting Minutes; PEDAC effectiveness survey - distributed to each Council member following each PEDAC meeting – results collected and reviewed by district PFE team following each meeting
Provide schools with research-based materials for Family Engagement Resource Centers, parent training and parent resources	Federal Programs Department Professional Learning Department Director Parent and Family Engage- ment Team	Enhanced Parent Engagement to Support Measurable Impact on Student Achievement	July – May	Parent Workshop Survey –after workshops, parents complete a survey. Results collected by PELs or SELs and reviewed by PFE team monthly
Develop partnerships with schools and community based organizations through Partners in Education procedures and processes	Federal Programs Department, Professional Learning Department- Parent and Family Engagement Team, school-based Parent Engagement Liaisons and Secondary Engagement Liaisons	Enhanced Parent Engagement through School and Community Connection	July - June	Partnership Log, Activities Collected and reviewed by PFE after partnership events
Develop and Implement School-Based Parent and Family Engagement Plans (PFEP)	Title I Compliance Specialists and Parent and Family Engagement Team	To support school-based Parent Engagement Liaisons, staff and admin with technical assistance, dissemination, creation, and implementation of PFEP	July - June	PFEP and PFEP Evaluation – Parents and schools partner to create PFEP (March-June), parents evaluate PFEP (March-May). Documents collected and reviewed by Title I Compliance Specialists

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Capacity-Building workshops and Resources for Staff, Parents and Families	Title I Schools, Migrant and McKinney-Vento Team, Title I Compliance Specialists, Parent and Family Engagement, school-based Parent Engagement Liaisons, Secondary Engagement Liaisons and community partners	Support effective parent and family engagement to increase student achievement	July - June	Surveys, Flyers, Sign-in sheets, Agendas for each event are produced, collected, and reviewed by individual(s) hosting workshops. Title I Compliance Team and PFE Team also review monthly
Parent and Family Engagement Resources, Workshop Ideas and Activities – Celebrate Month of the Family	Parent and Family Engagement Team with school based Engagement Liaisons	To increase awareness of parent and family engagement by informing parents, families, and staff of PFE activities and strategies	November	Events, Advertisements, District School Board Resolution, Engagement Opportunities for Parents and Families – collected by PELs and SELs, reviewed by PFE Team after November, survey
Title I Annual Evaluation Meeting	Federal Programs, Title I Compliance Specialists and Parent and Family Engagement team	To evaluate the current year's PFEP and Compact and create drafts in collaboration with parents and families for upcoming school year using information collected in parent evaluations of the documents	April - May	Sign-in sheets, agendas, meeting minutes, Compact/PFEP evaluations, Compact/PFEP drafts – submitted by Title I schools in May, reviewed by Title I Compliance Specialists (May- June), exit slips
Title I Annual Meeting Training and Resources	Federal Programs department and Title I Compliance Specialists with school-based Title I documentation contacts	To build capacity in parents and families with greater understanding of ESSA, Title I, and student achievement	August - October	Agenda, Meeting Minutes, Flyer, Sign-in Sheet- collected by each school, reviewed by Title I Compliance Specialists in February, exit slips
OCPS Parent Academy, Engage 360: Learn Where You Live and Engage 360 Virtual	Coordinated and hosted by Federal Programs Department and Parent and Family Engagement Team in collaboration with Multilingual Services, school-based PELs, SELs, school staff and district departments	To provide engaging parent workshops and educational resources to support parents and students academically and socially at home	September - May	Registration/Attendance Data and Parent Surveys – collected and reviewed by Parent and Family Engagement Team following each even

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Parent Teacher Home Visits	Parent and Family Engagement will provide training to prepare participating school based teams for the visits	To build relationships skills, and engagement for families, educators, and students from pre-K to 12th grade.	March - July	Logs of home visits completed, Survey feedback from participating personnel on effectiveness, evidence of family engagement with student success and/or family attendance at school events/opportunities
School Improvement Plan- Parent and Family Engagement	Professional Learning Department Director Parent and Family Engagement Administrators, School-based Principals and Assistant Principals	Schools will use baseline family engagement data to create a goal to strengthen family engagement in a designated area of need. The goal and action steps will help form effective partnerships between home and school to promote student and school improvement. Research indicates correlations to decreased absenteeism, improvement in student grades, improved or enhanced relationships between home and school and an increase in teacher efficacy	September - May	Review survey results collected by each school and monitor in order to set goals and create and adjust plans during the year

## Staff Training

Describe the professional development activities the LEA will provide, with the assistance of the schools and parents, 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 (e)(3)].

<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Parent and Family Engagement Title I Modules	Professional Learning Department, Parent and Family Engagement Team and Title I Compliance Specialists for Title I Parent and Family Engagement Compliance Contacts and school-based Engagement Liaisons	School-based staff professional development which include: effective communication with parents, home visits, building strong ties between home and school and research based strategies to work with families	September - May	Agenda, Exit Slips, Sign-in Sheets – collected and reviewed quarterly by Title I Compliance Specialists, Title I Compliance administrator and teacher and school-based Parent Engagement Liaisons following each module
Title I Annual Meeting/ Resources	Title I Compliance Specialists for Title I Compliance Contacts	Build capacity for parents and staff for greater understanding of ESSA, Title I purpose and requirements	August - October	Agenda, Sign-in Sheets, Session Evaluation– collected and reviewed by presenters following each presentation, surveys
Professional Learning Sessions / Coaching, Mentoring for PELs, SELs Summer Institute, Learning Labs(4) Showcase	Professional Learning Department, Parent and Family Engagement Administrators	To increase staff knowledge and school-wide implementation of effective parent and family engagement strategies to support student achievement, and close the achievement gap	July - June	Surveys, Sign-in Sheets, Coaching Logs, Implementation of Effective Parent and Family Engagement Strategies – collected following PD, coaching/mentoring sessions reviewed by Parent and Family Engagement Team (monthly)
Professional Learning for School and District Administrators	Selected Parent and Family Engagement Administrators, and selected school-site Engagement Liaisons or Administrators	To increase student achievement by building capacity of school and district administrators for successful implementation of PFE best practices	July	Resources to support parent and family engagement presented by the Parent and Family Engagement team following the conference and best practices are embedded into OCPS PFE model and PD. Implementation of best practices from national conference and professional learning opportunities
Create Parent Resource Area/Guidance on Effective Parent and Family Engagement Resources Area	Parent and Family Engagement Team and school-based administrators	To increase student achievement by providing resources for parents and families that support academic achievement	July - November	Record of resources provided to parents, parent survey, parent input on resource area development – collected by school staff and reviewed by Parent and Family Engagement Team

## Communication and Accessibility

Describe how the LEA will provide full opportunities for participation in parental and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the LEA plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1116(e)(5) and 1116(f)].

**Response:** Orange County Public Schools provides written communication and Connect Orange phone communication, to the extent possible, in six different languages: Arabic, English, Haitian Creole, Portuguese, Spanish and Vietnamese. Interpreters are provided at meetings, conferences, training, and other parent events as needed. Language Line is accessible and available to all families which provides a live interpreter for the preferred language of the parent.



Parent and Family Engagement work in collaboration with third-party agencies (Prolingo and Reliable Interpreters) to provide translation services to families, Title I, Part A schools, and other departments to ensure, to the extent possible, that parents and families of children with limited English proficiency are given information afforded to other parents and families regarding parent and family engagement activities. Parent and Family Engagement encourages all schools to offer a variety of flexible times, dates, and locations to meet the diverse needs of families. The Parent and Family Engagement Team provides training to support effective communication between schools and families using the Question Formulation Technique (QFT).

The Migrant Education Program provides parent and family engagement activities for Migrant parents; OCPs Multilingual Services provides translation services for parent and family engagement. Family Engagement collaborates with all groups to ensure equitable treatment.

The LEA makes allowances for communication and inclusion of parents with disabilities by providing, to the extent possible, resources for the deaf and hard of hearing, enhanced vision devices, large print, and documents in Braille for parents experiencing difficulty with sight and for parents who have limited mobility.

LEA district executive leadership, district administrators, school-based administrators, school-based leadership teams, Parent and Family Engagement Team, school-based Parent Engagement Liaisons, Secondary Engagement Liaisons, and district departments for Multilingual Services, Migrant Education and Special Education Services work together ensuring parents of all students in Title I, Part A schools as well as all district schools, receive equal access, opportunities, and treatment, to the extent possible, and that services are rendered to all parents.

## Discretionary Activities

The LEA parent and family engagement plan may include additional discretionary activities that the LEA, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement [Section 1116(e)].

<b>Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence of Effectiveness</b>
Engaging parents and community members in the development of staff training and PFEP implementation	Parent and Family Engagement Team	Parent Engagement Advisory Council members will analyze information and provide feedback for effective program implementation	August – May	Sign-in sheets, agendas, meeting minutes – collected and reviewed by Parent and Family Engagement team following each PEDAC meeting, survey
Provide literacy workshops for families from Title I, Part A schools	School-based Parent Engagement Liaisons, Parent and Family Engagement Team Administrators and PFE resource teachers and Engagement Liaisons	Literacy workshops for families from Title I, Part A funds, will be provided if the school LEA has exhausted all other resources. Workshops are intended to build capacity in families' knowledge of literacy strategies to increase student achievement	August – May	Increased student achievement through parent engagement. Sign-in sheets, agendas, workshop survey – collected and reviewed by Parent and Family Engagement team following each training
Training parents to enhance questioning techniques to engage school staff regarding student achievement	Title I Schools, Parent and Family Engagement Team, school-based Parent Engagement Liaisons and Secondary Engagement Liaisons	Training parents to enhance questioning techniques that promotes home-school partnerships improving student achievement. Parents will better understand how to monitor progress and support child(ren)	August – May	Effective PE activities that promote student achievement. Sign-in sheets, agendas, training survey – collected and reviewed by training facilitator(s) following each session
Arranging school meetings at a variety of times, or conducting conferences at an alternate location	Parent Engagement Liaison, Secondary Engagement Liaisons and School Staff	To ensure all parents are engaged and can participate in school meetings at a variety of times or conduct individual conferences upon request	August – May	Increased Student Achievement and School Academics
Adopting and implementing model approaches to improving parent and family engagement	Title I Department/ Parent and Family Engagement Team Administrators and Resource Teachers, Title I School-based Administrator and Engagement Liaisons	OCPS will adopt and implement model approaches to improving parental engagement	August – May	Increased parent and family engagement planning, review and improvement

Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Establishing a district-wide parent advisory council to provide advice on all matters related to parental engagement in Title I, Part A Programs	Federal Programs Department, Parent and Family Engagement Team, Title I schools-based administrators	Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A Programs	August-September	Help implement and develop parent and family engagement policies to strengthen partnerships among schools.
Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities	Federal Programs Director, Parent and Family Engagement Administrative Team, ADDitions and Partners in Education (PIE) coordinators in support of Title I Schools, and Engagement Liaisons	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations	August – May	Improved home-school communication

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## **2021-22 LEA Parent and Family Engagement Plan Adoption Page**

This policy was adopted by the LEA on 7/01/2021 and will be in effect for the period of one year through 6/30/2022. The LEA will distribute this plan to all parents of participating Title I, Part A families on or before 08/10/2021.

A handwritten signature in blue ink, appearing to read "K. Helbert", is written over a horizontal line.

Signature of Title I Senior Director or Authorized Representative

9/13/21  
(Date)



# Orange County Public Schools

## **OCPS EEO Non-Discrimination Statement**

The School Board of Orange County, Florida, does not discriminate in admission or access to, or treatment or employment in its programs and activities, on the basis of race, color, religion, age, sex, national origin, marital status, disability, genetic information, sexual orientation, gender identity or expression, or any other reason prohibited by law. The following individuals at the Ronald Blocker Educational Leadership Center, 445 West Amelia Street, Orlando, Florida 32801, attend to compliance matters: Equal Employment Opportunity (EEO) Officer & Title IX Coordinator: Keshara Cowans; ADA Coordinator: Jay Cardinali; Section 504 Coordinator: Tajuana Lee-Wenze. (407.317.3200)