

November 18, 2022

PTO Meeting Agenda

Welcome & Greetings- Griffiths

Fundraiser

- 50/50 raffle- 2nd Grade Performance November 30th - need workers
- Color Run
- Lakeland Magic@ Elementary March Madness

PTO Budget- Donaldson

- Popcorn Machine
- Fall Photo Booth

Title 1-

- Audit for October
- Parent and Family Engagement Plan

Strategic Plan Feedback- Griffiths

- Next steps with the timeframe

Charter Visit- Griffiths

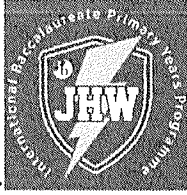
- SIP presentation and timeframe for approval

PYP- Griffiths

- Evaluation results

Any other business- Griffiths

Thank you for your dedication to PTO!



PTO Meeting Minutes

November 18, 2022

Welcome/Introductions & Greetings:

Members Present: Lacey Moye, Tiffany Pressley, Kim Griffiths, Betty Finnell, Cheryl Donaldson, Genifer Gunn, Hillary Grondin

Fundraiser:

- 50/50 Raffle- 2nd Grade Performance on November 30th at 6pm
- Color Run- We will start the process when we return from Thanksgiving break. The fundraising will begin in February. The Color Run will be on March 22nd.
- Lakeland Magic- Our school was invited to go attend a game. We will speak with grade chairs as this is a game for December. The concern is the bus availability, and the spring might be more feasible. They are coming on at the end of the month to our school.

PTO Budget- Donaldson

- Reviewed the budget
 - Deposit for PTO Membership Fees \$55.00
 - Deposit for Fall Carnival Photos \$320.00
 - Total Account balance= \$2057.84
 - We are waiting for results from the dress down day.
- Popcorn Machine
 - The electrician is sending us a quote as he came to evaluate the popcorn machine.

Title One Audit- Finnell

Janie Howard is under a Title One audit from the 21-22 school year. Each month, we need to send a series of reports with cover sheets. Our October report was passed successfully, and we just submitted November today. We are waiting for the December expectations to be released.

Parent and Family Engagement Plan-Finnell

Mrs. Finnell gave the draft for the parent and family engagement. Next meeting, we will need feedback from the parents.

Charter Visit- Griffiths

Mrs. Griffiths presented to PCSB and at the December work session, PCSB will give us an update on our charter visit and at the December board meeting, they will vote if the SIP was approved.

PYP- Griffiths

Mrs. Griffiths reviewed the results of the consultants visit. The consultant will be coming in January to continue professional development and in March for next steps over the summer. We appreciate Mr. Miller, Mrs. Pressley, and Mrs. Moyer for coming to speak with the consultant. It was very helpful towards our consultant visit.

Local Educational Agency (LEA)/District Level
Parent and Family Engagement Plan
Lake Wales Charter Schools
2022-2023

In support of strengthening student academic achievement, Lake Wales Charter Schools receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the LEA's expectations and objectives for meaningful parent and family engagement and describes how the LEA will implement several specific parent and family engagement activities, and it is incorporated into the LEA's plan submitted to the Florida Department of Education.

Lake Wales Charter Schools agrees to implement the following requirements as outlined by Section 1116:

- Lake Wales Charter Schools will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each includes as a component a school-parent compact consistent with Section 1116(d) of the ESSA.
- In carrying out Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under Section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the Florida Department of Education.
- The school district will be governed by the following definition of family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA: Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) Parents play an integral role in assisting their child's learning

Lake Wales Charter Schools will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. Lake Wales Charter Schools will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective parental involvement and to revise, if necessary, its parent and family engagement policy.

- The school-level leadership teams, district leadership, and the director of federal programs will conduct an annual evaluation meeting where the following information is reviewed: parent and family engagement survey results, student achievement data, SIP (School Improvement Plan), Title I school-wide plan, and school and district level PFEP's (Parent & Family Engagement Plan). Parent input is solicited throughout the meeting.

RESERVATION OF FUNDS

Lake Wales Charter Schools will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

- During the annual evaluation meeting, parents are provided a copy of the prior year's PFEP (Parent & Family Engagement Plan) and Title I activities. The Title I Facilitators and School Leadership Team will review the current school year's Title I activities and solicit feedback and input in the planning for the upcoming school year's activities. Parents review the 1% reservation and are provided an opportunity to discuss and provide input as to how the reservation will be spent. After consultation with parents, 100% of the reservation is allocated directly to schools for parent involvement. Parents are involved in the development of the LEA (Local Education Agency) plan through the development of the Title I, Part A program. Parents participate in the LEA and school-level Parent and Family Engagement Plan and School Improvement Plan. Participation is facilitated through virtual meetings, the distribution of plans, and surveys.

COORDINATION OF SERVICES

Lake Wales Charter Schools will coordinate and integrate parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs: [IDEA, Title I, Part C, Title II, Part A, Title III, Title IV, Part A, and Title IX] that encourage and support parents in more fully participating in the education of their children by:

- At the annual preplanning meeting at the beginning of the school year, teachers are trained in the importance of school and parent programs. The LEA (Local Education Agency) holds quarterly progress monitoring meetings to review parent and family engagement activities and discuss school-based plan changes that are needed based on parent feedback. The Family Engagement Coordinator provides ongoing technical assistance and support to the Parent Liaisons to ensure activities are evidence-based and meet the needs of parents and families as identified in the CNA (Comprehensive Needs Assessment). The Title I Facilitators work with the enrollment office and ELL (English Language Learner) Literacy team to identify speakers of other languages and encourage the participation of ELL (English Language Learner) families at Title I meetings. Translation needs are identified, and notifications and translation services can be provided if deemed necessary and appropriate. All required communications and notifications will be translated as requested, to the best of our ability. The Title I Facilitators also collaborate with the ELL (English Language Learner) Team to provide information on services available to ELL (English Language Learner) students and parents through the ConnectED Calling System.

BARRIERS THAT MAY HINDER PARENT AND FAMILY ENGAGEMENT

Lake Wales Charter Schools identifies the barriers by surveying parents and families after each meeting and the Annual Title I Meeting.

Barriers and strategies identified to reduce barriers include

- Lack of time (all subgroups)- Continue to encourage parents to attend the activities through multiple communications and advise parents who cannot attend to view the recorded presentation on the schools or LEA websites. ConnectED Calling System will be utilized to send out reminders of upcoming events for our families
- Parents can be overwhelmed with technology (all subgroups). Lake Wales Charter Schools will continue to encourage all parents to participate in training that are offered by the schools within the LEA, so they better understand the tools available to support their student. Teachers also serve as a resource to assist parents in understanding the learning management system and the tools available. School calendars will be utilized for family events.

Lake Wales Charter Schools Parent and Family Engagement Policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs. This policy was adopted by the Lake Wales Charter Schools on July 1, 2022 and will be in effect for the period of the 2022-2023 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before December 16, 2022.

Signature of Authorized Official

Date

