



Parent and Family Engagement Plan 2025-2026
Discovery High

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 upon by parents periodically to meet the changing needs of parents and the school.

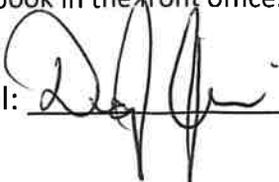
School's vision for engaging families:

We are dedicated to actively engaging all individuals in quality learning experiences that will enable them to value themselves and become responsible, productive citizens in a changing world.

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.
- Provide staff development to 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.
- Include the School and District Parent and Family Engagement Plans in the Parent Engagement Notebook in the front office.

Principal:  _____

Date: August 11, 2025



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EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents and families in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of parents.

	Date of meeting to gather parent input.	How were parents invited to give input? Select all that apply.				What evidence do you have to document parent/family participation? Select all that apply.			
		<input checked="" type="checkbox"/>	Marquee	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Invite	<input checked="" type="checkbox"/>	Screenshots
School Improvement Plan (SIP)	04/05/2025	<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger	<input type="checkbox"/>	Agenda	<input type="checkbox"/>	Sign-in sheets
		<input checked="" type="checkbox"/>	Flyer	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	Minutes	<input checked="" type="checkbox"/>	Survey results
		<input checked="" type="checkbox"/>	Other: Lobby TV & DHS App.			<input type="checkbox"/>	Other:		
Parent and Family Engagement Plan (PFEP)	04/05/2025	<input checked="" type="checkbox"/>	Marquee	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Invite	<input checked="" type="checkbox"/>	Screenshots
		<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger	<input type="checkbox"/>	Agenda	<input type="checkbox"/>	Sign-in sheets
		<input checked="" type="checkbox"/>	Flyer	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	Minutes	<input checked="" type="checkbox"/>	Survey results
		<input checked="" type="checkbox"/>	Other: Lobby TV & DHS App.			<input type="checkbox"/>	Other:		
School-Home Compact	04/05/2025	<input checked="" type="checkbox"/>	Marquee	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Invite	<input checked="" type="checkbox"/>	Screenshots
		<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger	<input type="checkbox"/>	Agenda	<input type="checkbox"/>	Sign-in sheets
		<input checked="" type="checkbox"/>	Flyer	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	Minutes	<input checked="" type="checkbox"/>	Survey results
		<input checked="" type="checkbox"/>	Other: Lobby TV & DHS App.			<input type="checkbox"/>	Other:		
Title I Budget	04/05/2025	<input checked="" type="checkbox"/>	Marquee	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Invite	<input checked="" type="checkbox"/>	Screenshots
		<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger	<input type="checkbox"/>	Agenda	<input type="checkbox"/>	Sign-in sheets
		<input checked="" type="checkbox"/>	Flyer	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	Minutes	<input checked="" type="checkbox"/>	Survey results
		<input checked="" type="checkbox"/>	Other: Lobby TV & DHS App.			<input type="checkbox"/>	Other:		
Parent & Family Engagement Allocation	04/05/2025	<input checked="" type="checkbox"/>	Marquee	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Invite	<input checked="" type="checkbox"/>	Screenshots
		<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger	<input type="checkbox"/>	Agenda	<input type="checkbox"/>	Sign-in sheets
		<input checked="" type="checkbox"/>	Flyer	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	Minutes	<input checked="" type="checkbox"/>	Survey results
		<input checked="" type="checkbox"/>	Other: Lobby TV & DHS App.			<input type="checkbox"/>	Other:		

** Evidence of the input gathered and how it was/will be used should be available on Title I Crate.*

**Elementary schools are required to hold at least one conference in which the compact is discussed with parents. A conference agenda and evidence of discussion should be submitted to Title I Crate.*



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2. Hold an **Annual Meeting** for families to explain the Title I program and the rights of parents and families to be involved.

Tentative date(s)	Tentative time(s)	Method(s) of notification					
08/28/2025	9:00 a.m.	<input checked="" type="checkbox"/>	Flyer	<input checked="" type="checkbox"/>	Social Media	<input checked="" type="checkbox"/>	Marquee
08/28/2025	5:30 p.m.		Student Agenda	<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	School Messenger
		<input checked="" type="checkbox"/>	Other:Lobby TV and DHS App.				
What information is provided?		The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation and agenda that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved and Upcoming Parent Engagement Events. Schools may personalize the Power Point by elaborating on how their specific school addresses these topics.					
How are parents and families informed of their rights?		Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the “Parents Right To Know” letter in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.					
What are the barriers that prevent families from attending and how do you overcome these?		<input checked="" type="checkbox"/>	Transportation:We will work to find a solution for families in need.				
			Mealtime:				
		<input checked="" type="checkbox"/>	Childcare:Children can attend any school-year workshop with their family.				
			Translation:Provide Spanish translator; Creole, ASL interpreter on request.				
How will you get feedback from parents and families?		<input checked="" type="checkbox"/>	Online Survey			<input checked="" type="checkbox"/>	Paper-based Evaluation
			Other:				
How do families who are not able to attend receive the information?		<input checked="" type="checkbox"/>	Send home with student			<input checked="" type="checkbox"/>	Available online
		<input checked="" type="checkbox"/>	Available in front office			<input checked="" type="checkbox"/>	Meet at a later date/time
			Other:				

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

Title IX-Homeless	Discovery High School works with the Hearth Program of Polk County Schools. Guidance counselors will assist families of homeless students by referring them to Hearth Program and giving them information of agencies that may be able to help. The Guidance Department meets with teachers to inform them of what students fall under the Hearth Program and how the school can help students in need.
Migrant	Discovery High School works with the Migrant Department of Polk County Schools. Discovery High offers Spanish translation at all workshops and events. In addition, information is sent home in English and Spanish. When possible, information is also given in Creole.



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Preschool Programs	
Title III-ESOL	Discovery High School works with Polk County School's ESOL Department. During all workshops, migrant parents receive information, materials and translators in their native language.
SAC	A representative teacher from each subject area serves as a council member.
PTO/PTA	Discovery High School holds Parent Advisory Council Meetings four times a year in September, November, January and March on the second Wednesday of the month at 1:15 p.m.
Community Agencies and Business Partners	Apple Technology & Beef O' Bradys

4. Utilize strategies to ensure meaningful communication and accessibility.

What methods will be used to ensure meaningful, ongoing communication between home and school?	✓	Social Media	✓	Website	✓	School Messenger
	✓	Conferences		Newsletter		Student Agenda
	✓	Other:Lobby TV and DHS App.				
How are families notified in a timely manner when their child has been assigned or taught for four or more consecutive weeks by a teacher who is out of field?	Students receive a letter if they have been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.					
How are parents and families provided information regarding the curriculum, achievement levels, progress monitoring and assessments?	✓	Annual Meeting		✓	Conferences	
	✓	Report Card		✓	Interim Report	
	✓	Building Capacity Events			Newsletters	
		Other:				
Describe how your school provides information in families' native languages.	✓	Translators for events		✓	Translated documents	
		Other:				
What languages do you provide?	✓	English	✓	Spanish	✓	Haitian Creole
		Other:				
How are the needs of families with disabilities accommodated to ensure they have access to meetings and/or events?	✓	Online Platforms		✓	Large Print Materials	
	✓	ADA Compliance		✓	Staff Assistance	
		Other:				
Describe the opportunities families have to participate in their child's education.	✓	Volunteer	✓	Conference	✓	Family Events
	✓	PTO/PTA/SAC		Other:		



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5. 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 and family engagement in increasing student achievement. Explain your plan for this school year.

Building Capacity of School Staff			
Title & Topic (REQUIRED)		Tentative Date(s)	Audience
Building Relationships with High School Parents and Students		08/28/2025	<input type="checkbox"/> Instructional Staff
Ways to effectively work/communicate with families <input type="checkbox"/>			<input checked="" type="checkbox"/> All Staff
Format for Implementation	<input type="checkbox"/> Book Study <input type="checkbox"/> PLC <input checked="" type="checkbox"/> Other:SAMS		
How does this help staff to work with and engage families more effectively?	Strengthen relationships between teachers/staff and families to encourage parent/family involvement.		
Title & Topic (OPTIONAL)		Tentative Date(s)	Audience
Family Friendly Schools		01/15/2026	<input type="checkbox"/> Instructional Staff
Strategies on how to bridge the gap between home and school <input type="checkbox"/>			<input checked="" type="checkbox"/> All Staff
Format for Implementation	<input type="checkbox"/> Book Study <input type="checkbox"/> PLC <input checked="" type="checkbox"/> Other:SAM		
How does this help staff to work with and engage families more effectively?	Connect Schools and families to improve student learning and strengthen partnership between teachers and parents.		

6. Provide assistance, training, workshops, events, and/or meetings for parents and families to help them understand the education system, curriculum, standards, state assessments and achievement levels 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.

Building Capacity of Parents and Families			
How will events be evaluated?	<input checked="" type="checkbox"/> Online Survey	<input checked="" type="checkbox"/> Paper-based Evaluation	
	Other:		
What are the barriers and how do you overcome these?	<input checked="" type="checkbox"/> Transportation:We will strive to find solutions for families in need.		
	Mealtime:		
	<input checked="" type="checkbox"/> Childcare:Children can attends any school-year workshop with their family.		
	<input checked="" type="checkbox"/> Translation:Provide Spanish translator; Creole, ASL interpreter on request.		
Describe how flexible dates and times are offered.	All event dates and times are available on our school website. Family workshops are scheduled on various days and times to encourage attendance. Families unable to attend events will have the option to schedule a time to receive the missed information. Additionally, DHS records all parent meetings on video and provides a link on our school website for viewing at anytime.		
How do families who are unable to attend receive the event information?	<input checked="" type="checkbox"/> Send home with student	<input checked="" type="checkbox"/> Available online	
	<input checked="" type="checkbox"/> Available in office	<input checked="" type="checkbox"/> Meet at later date/time	
	Other:		



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Building Capacity of Parents and Families - Minimum Requirement of 2 Events			
<u>Title & Topic(s)</u>	<u>Tentative Date(s) & Time(s)</u>	<u>Barriers Addressed</u> Select all that apply	<u>What will you be modeling? What will the families be practicing to better support learning at home?</u>
Incoming 9th Grade Informational Parent Meeting	01/08/2026	Transportation	Provide parents with information to help their child make a smooth transition with change in school and grade level. Families gain knowledge on how to help their child balance the new academic expectations and social demands of their transitions.
	5:30 p.m.	Refreshments	
		Childcare	
Transition (REQUIRED)		<input checked="" type="checkbox"/> Translation	
Parent Portal and Google Classroom	08/20/2025	Transportation	Provide families in navigating and understanding programs. Families will learn how to navigate and use Parent Portal and Google Classroom. Through this workshop, parents will be able to access their children's grades and assignments and identify their strength and weakness.
	9:00 & 5:30	Refreshments	
	Technology <input type="checkbox"/>		
Optional Additional Topic <input type="checkbox"/>		<input checked="" type="checkbox"/> Translation	
Testing Informational Parent Meeting	08/28/2025	Transportation	Provide families with test taking strategies, information about upcoming state assesments, passing schores andhow they're used. Families are able to get a better understanding of their child's achievement level. By doing so, the parent can see the child's growth and/or if he or she needs additional assistance.
	9:00 & 5:30	Refreshments	
	State Assessments <input type="checkbox"/>		
Optional Additional Topic		<input checked="" type="checkbox"/> Translation	
Parent Informational Meeting for 9th & 10th Gd	09/11/2025	Transportation	Provide graduation requirements information and give the site to view standards for courses and state assesments. Families gain a deeper understanding of their child's learning, allowing them to be involved in their child's education and assist if necessary.
	5:30 p.m.	Refreshments	
	Curriculum Areas <input type="checkbox"/>		
Graduation Requirements <input type="checkbox"/>		<input checked="" type="checkbox"/> Translation	
Parent Informational Meeting for 11th & 12th Gd	09/23/2025	Transportation	Provide graduation requirements information and give the site to view standards for courses and state assesments. Families gain a deeper understanding of their child's learning, allowing them to be involved in their child's education and assist if necessary.
	5:30 p.m.	Refreshments	
	Curriculum Areas <input type="checkbox"/>		
Graduation Requirements <input type="checkbox"/>		<input checked="" type="checkbox"/> Translation	
Dual Enrollment Informational Parent Meeting 9/11/25 and 02/05/26	09/11/2025	Transportation	Provide information to parents on submitting applications for colleges, universities, scholarships and information on Dual Enrollment. By ensuring their student understands and take the necessary steps, families can help them succeed.
	5:30 p.m.	Refreshments	
	College & Career <input type="checkbox"/>		
Scholarships <input type="checkbox"/>		<input checked="" type="checkbox"/> Translation	
FASFA Night	02/03/2026	Transportation	Provide hands-on assistance and information to families for completing and submitting the FASFA form. Additionally, offer guidance on applying to colleges and universities. This support provides a framework for parents to help their students understand the process and take the necessary steps to achieve their goals.
	5:30 p.m.	Refreshments	
	College & Career <input type="checkbox"/>		
Scholarships <input type="checkbox"/>		<input checked="" type="checkbox"/> Translation	

****Documentation of these events should be uploaded to Title I Crate for Building Capacity Activities and also included on the Evaluation of Parent Engagement Activities to Build Capacity.***