

2021-2022 Parent and Family Engagement Plan

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| School Name | Aspire Charter Academy |
| LEA | Orange County Public Schools |

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

Assurances

The above named school agrees to the following assurances:

- ☐ Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent;
- ☐ Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- ☐ Jointly develop/revise plan with parent and make available to the local community;
- ☐ Involve parents and families in planning, reviewing, and improving schoolwide program plan;
- ☐ Use the findings of parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan;
- ☐ Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals;
- ☐ Notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher(s) who is out of field;
- ☐ Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Mission Statement

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| 1. Does the mission statement include: How the parent and family engagement plan is a shared responsibility? How the parent and family engagement | The Mission of Aspire Charter Academy is to Lead Our Students to Success with the Support and Involvement of Families and the Community. Meeting will be held on September 9, 2021 to review the Parent Involvement Plan during Meet the Teacher. Monthly meetings are held to address Reading, Math, Science, and ways for families to use technology to support their children |
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| plan will assist in providing high quality instruction for all learners? | with academic progress. Aspire will also have Game Night and Project Night to encourage our families to be actively engaged in wholesome activities at home. Daily communication is sent home each day via the Behavior Point Sheet. Parents are encouraged to review the point sheet with their child as well as to go over daily homework assignments. The Point Sheet has a designated space for parents and teachers to correspond with each other. In addition, parents are encouraged to use the teacher's email to communicate on a regular basis. |
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Involvement of Parents

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| <p>2. Does the plan include: How the 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 [ESEA Section 1116]?</p> | <p>Aspire Charter Academy is committed to involving parents in their students education by doing the following:</p> <ul style="list-style-type: none"> - Sending Flyers and Newsletters About Upcoming Events - Sending School Messenger Voicemails About Upcoming School events - Updating the School Website and Facebook Regularly - Sending Daily Point Sheets with notes about Upcoming Events and encouraging teacher/parent communication - Having regular parent/teacher conferences <p>Families and guardians are encouraged to attend and/or participate in:</p> <ul style="list-style-type: none"> - Curriculum and Family Engagement Nights - Title 1 Annual Meeting - IEP Meetings - Winter Program - Field Day - Field Trips <p>Families will be encouraged to give feedback about improvement and effect of Title 1 Programs through:</p> <ul style="list-style-type: none"> - Daily student Point Sheet - Teacher Conferences - Yearly Title 1 Survey |
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Coordination and Integration with Other Federal Programs

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| <p>3. Does the plan include: How the school will coordinate and integrate parent and family engagement programs and activities?</p> <p>How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?</p> | <p>Monthly meetings are held to address Reading, Math, Science, and ways for families to use technology to support their children with academic progress. Aspire will also add Game Night and Project Night to encourage our families to be actively engaged in wholesome activities at home. Daily communication is sent home each day via the Behavior Point Sheet. Parents are encouraged to review the point sheet with their child as well as to go over daily homework assignments. The Point Sheet has a designated space for parents and teachers to correspond with each other. In addition, parents are encouraged to use the teacher's email to communicate on a regular basis.</p> |
| Program | Coordination |
| Pre-K Varying Exceptionalities ESE - IDEA | All of the teachers at Aspire are certified in ESE and in General Education and there is a highly qualified paraprofessionals in every classroom to ensure that ESE students receive specialized instruction throughout the entire school day. Meetings will be held to discuss student needs and develop new IEPs. |
| Title I | The Principal and Title I Contact will coordinate with the Title I office to provide opportunities for parent and family engagement at home, at school and in the community. |
| Title II | The school will continue to work on informing parents of Florida Standards. Teachers will learn about these standards through Title II funds. |
| Title III | Provides funding for our ELL students' Imagine Learning to support their oral language development. |
| Title X | McKinney-Vento Program provides support to our homeless students. |

Annual Parent Meeting

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| <p>4. Does the plan include: A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program?</p> <p>A description of the nature of the Title I Program that is shared with parents</p> | <p>Aspire Charter Academy will host an annual Title I meeting to inform parents and families of children participating in Title I program at the beginning of the school year. We will host a single meeting to educate parents via the following methods:</p> <ul style="list-style-type: none"> • Annual Yearly Progress (AYP) via PowerPoint Presentation and handouts • School Choice via district handouts and policies • The rights of parents via brochure and other resources <p>Parents and families are informed of the nature of the Title I program by the following statement:</p> | |
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| (schoolwide or targeted assistance)? A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting? | <p>Title I schools receive services from the largest federal aid to education program in existence. Title I has been in existence since 1965 and continues to level the academic playing field for children victimized by poverty. Title I funds provide services and educational programs to help students achieve. Title I/Migrant Programs administer in excess of \$500 million in federal funds to school districts and agencies in Florida for high quality supplemental instruction and support services for educationally disadvantaged children. Our mission is to provide leadership and technical assistance to local education agencies (LEAs) and local operating agencies (LOAs) to implement programs and services that ensure that all children have a fair, equal and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments. We provide service to local school districts, agencies, private schools and local neglected and delinquent institutions for Title I, Migrant, and Homeless Programs.</p> <p>For more information please visit the Florida Department of Education, Office of Title I Programs and Academic Intervention Services at http://www.fldoe.org/bsa/title1/title_compile.asp and le our district's Title I website https://www.ocps.net/departments/title_i.</p> <p>Below are the specific steps that Example Elementary will take to conduct the Title I Annual Meeting.</p> | | | |
| Activity/ Task | Timeline | Timeline | Evidence of Effectiveness | Person Re |
| | Title I Coordinator | Summer of 2021 | Copy of notice with date of dissemination | |
| | School Administrators | September 2021 | Picture and date posted | |
| | School Administrators | September 2021 | Copies of Agenda | |
| | School Administrators | September 2021 | Copy of message | |
| | Title I Coordinator | September 9, 2021 | Sign-in sheets for classrooms | |
| | School Administrators | September 9, 2021 | Copies of Agenda and handouts | |
| | Title I Coordinator | September 10, 2021 | Copies of all documents | |

Flexible Parent Meetings

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| 5. Does the plan include: | Aspire Charter Academy will offer a number of flexible parent meetings by implementing the following: |
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| <p>How will the school offer a flexible number of meetings, such as meeting in the morning or evening?</p> <p>How will the school provide, with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p> | <ul style="list-style-type: none"> • Morning, afternoon and evening opportunities for activities and teacher conferences • Developing and distributing a yearlong calendar in the first weeks of school and update as needed • Conduct parent surveys and use results to accommodate most requested times for school-wide activities <p>As it pertains to services related to parent and family engagement, the school will provide the following:</p> <ul style="list-style-type: none"> • Transportation to a minimum of 1 Parent Academy <p>Cover the cost of staffing a childcare room with an OCPS staff member(s) for parents to utilize during parent activities and meetings</p> |
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Building Capacity

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| <p>6. Does the plan include:</p> <p>How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families to work with their child(ren)?</p> <p>How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p> | <p>Aspire Charter Academy takes pride in building the capacity of all key stakeholders who play a vital role in the academic success of our students. We provide both internal and external workshops and activities that strengthen these relationships throughout the school year. Our doors are open to the community through the implementation of activities during and after school that community members and organizations can volunteer to support through our Partners In Education (PIE) coordinators as well as our ADDitions coordinators.</p> <p>Our Intervention Specialist and Title 1 Coordinator Alex Goldfarb (PEL) will be a main point of contact for parents to receive resources, support, and information about activities that engage parents and family.</p> <p>Below are the specific steps that Aspire Charter Academy will take to build capacity for meaningful parent and family engagement.</p> |
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| Activity/ Task | Person Responsible | Correlation to Student Achievement | Timeline | Evidence of Effectiveness |
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| Meet the Teacher | Instructional staff | Teachers will introduce classroom expectations, routines and will establish rapport | August 5 and 6, 2021 | Invitation provided at registration; School Messenger, Web site, Sign in Sheet |
| Open House/Title I | Principal/Administration Teach | Principal will review Family HB; discuss Title I funding/function | August 2021 | School Calendar; School Messenger, Flyer, Web site, Sign in Sheet |
| Family Night series | Instructional Staff | Activities to promote reading in the home; Teachers will discuss grade level standards in all subject areas. Parents will be given strategies to increase the likelihood that students will make progress | One in October, November, January, February, March, April and May | School calendar; School Messenger; Flyer, Web site, Daily Point Sheet, Sign in Sheet |
| Report Card required conferences | Instructional Staff | Teacher will conduct individual conferences to discuss child's test scores, expectations, progress towards grade level benchmarks and standards | At the end of each 9 weeks | Parent Contact Log, |
| School Messenger | Principal | Increase parental awareness of school events and participation | Ongoing | School Messenger records |
| Website | Principal | Parents and students have access to information about school events and activities | Ongoing | Website |
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Staff Development

| <p>7. Does the plan include: A description of 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, in the value and utility of contributions of parents/families? - in how to reach out to, communicate with, and work with parents/families as equal partners? - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]?</p> | <p>Aspire Charter Academy strives to build the capacity of all school staff. Throughout the year, various professional development activities are provided to educate the teachers, specialized instructional support personnel, administrators, other school leaders and other staff to build capacity in parent and family engagement.</p> <p style="text-align: center;">Below are the specific activities and tasks that Aspire Charter Academy will implement to build capacity for meaningful parent and family engagement.</p> | | | |
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| Activity/ Task | Person Responsible | Correlation to Student Achievement | Timeline | Evidence of Effectiveness |
| Parent and Family Engagement Professional Development Module 1 - Building Strong Partnerships with Parents and Families | Alex Goldfarb | Improved school staff resources to create a welcoming school environment, understand and value the importance of parent and family engagement, and maintain strong school to home partnerships | September 15, 2021 | Sign-in sheets, exit slips |
| Parent and Family Engagement Professional Development Module 2: Building Ties Between Home and | Alex Goldfarb | Improved ability of staff to work with parents and families | October 20, 2021 | Sign-in sheets, exit slips |

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| School | | | | |
| Parent and Family Engagement Professional Development Module 3: Implementation and Coordination of Parent and Family Engagement Programs | Alex Goldfarb | Increased parent and family participation in school activities which support student achievement | January 19, 2022 | Sign-in sheets, exit slips |
| Parent and Family Engagement Professional Development Module 4: Communicating and Working with Parents as Equal Partners | Alex Goldfarb | Improved relationship, communication and collaboration between parents and school | April 20, 2021 | Sign-in sheets, exit slips |
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Other Activities

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| 8. Does the plan include: 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) [ESEA Section 1116]? | Aspire Charter Academy strives to build the capacity of all school staff. Throughout the year, additional professional development activities are provided to educate the teachers, specialized instructional support personnel, administrators, other school leaders and other staff to build capacity in parent and family engagement. Below are the specific activities and tasks that Aspire Charter Academy will implement to build capacity for meaningful parent and family engagement | | |
| Activity/ Task | Person Responsible | Timeline | Evidence of Effectiveness |
| Technology Resources for Parents | Intervention Specialist | Ongoing | Sign in Sheet |
| Daily Point Sheet Communication of Behavior and Testing | Classroom Teacher and Para | Ongoing | Daily Point Sheet Signed and Returned to School |
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Communication

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| <p>9. Does the plan include: How the school will provide timely information about the Title I programs?</p> <p>How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?</p> <p>How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?</p> <p>How the school will submit parents/families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p> | <p>Aspire Charter Academy will maintain timely communication about Title I programs through the following:</p> <ul style="list-style-type: none"> • Hosting the Title I Annual Meeting <p>Teachers and other staff members will support parents' understanding of curriculum, forms and assessments used to measure progress and expected achievement through the following:</p> <ul style="list-style-type: none"> • School Compact • Report Card Nights • School Messenger • Daily Point Sheets • Planners • Parent Conferences • And other school communication methods <p>Parents will be included in the formulation of suggestions and decision making through the following:</p> <ul style="list-style-type: none"> • One-on-one meetings with teachers, administrators, and/or support personnel • Parent Surveys <p>If the school-wide plan is not satisfactory to parents, feedback will be presented at Family Night meetings for discussion, review, and needed updates.</p> |
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Accessibility

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| <p>10. Does the plan include: A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> | <p>Aspire Charter Academy will establish a host of opportunities for parents and families to participate in school activities through ensuring multiple levels of access for parents and families. The following methods will be used:</p> <ul style="list-style-type: none"> • Family Nights will be presented in multiple languages (as necessary) to service our ELL families. |
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| <p>A description of how the school will share information related to school an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?</p> | <ul style="list-style-type: none"> • Offer activities at multiple times throughout the day for parents and families to participate during the morning, evening and afternoon. <p>We will share information through various best known practices in multiple languages in order to reach the highest number of parents and families. The following outlines some of those methods:</p> <ul style="list-style-type: none"> • Home-to-school and school-to-home communication in English and/or other languages • Daily Point Sheets • Flyers • Newsletters • School Messenger • School Website • Email • And other known best practices as needed |
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Discretionary Activities

| <p>11. Does the plan include: Any activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to parent/family engagement, etc.)</p> | <p>Aspire Charter Academy will utilize Title I, Part A funding for additional activities to support student achievement. Although not required, these activities support student achievement.</p> <p>Below are additional activities and tasks that Aspire Charter Academy will implement that are funded by Title I, Part A.</p> | | | |
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| Activity/ Task | Person Responsible | Correlation to Student Achievement | Timeline | Evidence of Effectiveness |
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Barriers

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| <p>12. Does the plan include:</p> | <p>Aspire Charter Academy, after reviewing the previous years' Parent and Family Engagement Plan and accompanying</p> |
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| <p>A description of the barriers that hindered participation by parents during the previous school year?</p> <p>A description of 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 [ESEA Section 1116])?</p> | <p>feedback, acknowledges the existence of the following barriers to parent and family engagement:</p> <ul style="list-style-type: none"> • Transportation • Language • Education • Economically disadvantaged <p>Below are the specific steps that Aspire Charter Academy will take to address barriers that existed in the previous year.</p> |
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| Barriers (Including the Specific Subgroup) | Steps the School will Take to Overcome |
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| Transportation for parents (FRL) | Look into transportation options for parents as needed. Change location of activity to a community center or alternate site. |
| Language barrier (ELL) | Provide Spanish and sign language translation as needed. |
| Education barrier (FRL, SWD, ELL) | Open House – preview of the grade level expectations for the year. Explain education terminology in a way that all are able to understand (i.e. Instead of just using the words fluency, fact family, etc.) we will accompany these terms with a definition and model strategies accordingly. |
| Economically disadvantaged (FRL) Provide | Provide food during some evening events, free lunch for all students, Food Pantry, clothing, Thanksgiving food baskets, Christmas gifts and food. PTA purchases a book for every child. |

School-Parent Compact

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| <p>13. Does the plan include:</p> <p>As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how</p> | <p>Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.</p> |
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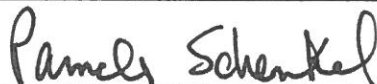
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| parents, the entire school staff, and students will share the responsibility for improved student academic achievement? | |
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Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by

This policy/plan was adopted by the school on April 21, 2021 and will be in effect for the period of 2021-2022 .

The School will distribute this policy to all parents of participating Title I, Part A children on or before 11/2/21 .

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| Signature of Authorized Personnel | <u>Pamela Schenkel</u> |
| Date April 21, 2021 |  |

Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- ☐ Parent survey of previous year's events and activities
- ☐ Any SAC and PTA artifacts where Title I/PFE topics were on the agenda
- ☐ Parent Feedback Summary of PFEP Evaluation
- ☐ Parent and Family Engagement Activities Tracking Form