

**Innovation Charter School**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2021-2022**

**Mission Statement**

*The mission of Innovation Charter School (ICS) is to develop and nurture a collaborative community of learners with successful education models to impact tomorrow's world today. Equipping and nurturing children from lower socioeconomic strata with technology, literacy, and numeracy skills prepares them for fulfilling their future roles in a workforce that is increasingly global in its perspective, as well as in its connectedness and reach, is critical to their success in that environment and, ultimately, to the advancement of our community and culture within that technology-rich and knowledge-driven context. The focus of the charter school is to serve the children and families in our culturally diverse community with an emphasis on reading, math, and technology. The theme of the charter school helps facilitate learning through a dynamic, interactive, teamwork environment to prepare students for the global workplace. ICS serves all eligible Broward County students in grades K-5. The Board of ICS cast this mission and vision during the development of the original application, and they reflect their passions, dreams, and desires to serve the community of Pompano Beach, Florida. This mission has been rephrased for ease of communication via publication to our school's website as "Innovation Charter School empowers young ones for success as world changers through highly talented teachers using innovative and leading methods in a very loving environment." An emphasis on Caring and Excellence as the two pillars of our community have evolved out of daily practice and interaction amongst our administrators, teachers, staff, students, parents and surrounding community members.*

**Engagement of Parents and Families**

*Innovation Charter School will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].*

*Parent activities will be scheduled at different times to ensure working parents are given opportunities to attend. We will also reach out to each teacher to employ and motivate active parental participation and involvement that is authentic and value-added. To increase parent involvement in the upcoming school year, we will solicit parents during all activities and ask involved parents to motivate other parents to take on an active role in making their child's learning-community a place of "academic excellence" and a "caring environment."*

**Coordination and Integration**

*Innovation Charter School will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start; Early Reading First; Even Start; Home Instruction Programs for Preschool Youngsters (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].*

<b>Count</b>	<b>Program</b>	<b>Coordination</b>
1	<i>Title I</i>	<i>Title I funds at ICS provide additional funding for teachers and Para-professionals to assist students, particularly low performing students.</i>
2	<i>Title I</i>	<i>Staff Development funds are used to develop professional training to improve the classroom environment, teacher communication, instructional strategies and overall efforts of staff resulting in student achievement.</i>
3	<i>Title I</i>	<i>Parental Involvement funds are utilized to increase parent/family involvement activities/meetings that provide parents with new skills to support student learning at home.</i>

**Annual Parent Meeting**

*Innovation Charter School will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents engaged. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>Creating and distributing the meeting notice/making parent phone calls</i>	<i>1/August</i>	<i>Preparing for a Successful Lift-Off (2020). Retrieved from <a href="http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx">http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx</a></i>	<i>Parent Email, Parent Phone Call, Social Media</i>
<i>Agenda, Title I Powerpoint Presentation, Sign-in Sheets</i>	<i>1/August</i>	<i>Preparing for a Successful Lift-Off (2020). Retrieved from <a href="http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx">http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx</a></i>	<i>Agenda, Meeting Notes, Sign-in sheets</i>
<i>Annual Public Title I Meeting Kindergarten-2<sup>nd</sup> Grade</i>	<i>1/August</i>	<i>Preparing for a Successful Lift-Off (2020). Retrieved from <a href="http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx">http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx</a></i>	<i>Resource Materials, Agenda, Meeting Notes, Sign-In Sheets</i>
<i>Annual Public Title I Meeting 3<sup>rd</sup>-5<sup>th</sup> Grade</i>	<i>1/August</i>	<i>Preparing for a Successful Lift-Off (2020). Retrieved from <a href="http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx">http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx</a></i>	<i>Resource Materials, Agenda, Meeting Notes, Sign-In Sheets</i>

### **Flexible Parent Meetings**

*Innovation Charter School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].*

*Innovation Charter School will schedule meetings at various times during the day or evening to better accommodate parents. Teachers will hold conferences individually with parents at least twice a year. Parents will be given quarterly interim reports and report cards to keep them informed of their student's progress. Parents will be encouraged to provide suggestions and evaluations of the school's performance on a quarterly basis.*

## **Building Capacity**

*Innovation Charter School* will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>Coffee and Conversation with the Principal</i>	<i>8/September 2021-April 2022</i>	<i>Transform Homework into Home Learning (2020). Retrieved from <a href="http://www.ascd.org/ascd-express/vol15/num24/transform-homework-into-home-learning.aspx">http://www.ascd.org/ascd-express/vol15/num24/transform-homework-into-home-learning.aspx</a></i>	<i>Parent participation in meetings, parent feedback, welcomed atmosphere. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.</i>
<i>School Advisory Council (SAC)</i>	<i>2/Fall and Spring</i>	<i>How to Really Listen to Parents (2011). Retrieved from <a href="http://www.ascd.org/publications/educational-leadership/may11/vol68/num08/How-to-(Really)-Listen-to-Parents.aspx">http://www.ascd.org/publications/educational-leadership/may11/vol68/num08/How-to-(Really)-Listen-to-Parents.aspx</a></i>	<i>Parent participation in meetings, parent feedback, welcomed atmosphere. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.</i>
<i>Math Night</i>	<i>1/Fall</i>	<i>Deeper Discussions in Math Add Up (2020). Retrieved from <a href="http://www.ascd.org/publications/educational-leadership/apr20/vol77/num07/Deeper-Discussions-in-Math-Add-Up.aspx">http://www.ascd.org/publications/educational-leadership/apr20/vol77/num07/Deeper-Discussions-in-Math-Add-Up.aspx</a></i>	<i>Parent participation in meetings, parent feedback to improve our school program, student participation and enjoyment, welcomed atmosphere. Agenda, Sign-in sheets, and Annual Parent Survey.</i>
<i>Literacy Night</i>	<i>1/Winter</i>	<i>Secrets for Making Children Want to Read (2018). Parent Institute.</i>	<i>Parent participation in meetings, parent feedback to improve our school program, student participation and enjoyment, welcomed atmosphere. Agenda, Sign-in sheets, and Annual Parent Survey.</i>

<i>FSA Parent Meeting</i>	<i>1/Spring</i>	<i>Understanding and Using Reading Assessment, K-12, 3rd Edition (2018). Retrieved from: <a href="http://www.ascd.org/publications/books/117050/chapters/Important-Issues-and-Concepts-in-Reading-Assessment.aspx">http://www.ascd.org/publications/books/117050/chapters/Important-Issues-and-Concepts-in-Reading-Assessment.aspx</a></i>	<i>Parent participation in meetings, parent feedback, welcomed atmosphere. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.</i>
<i>Florida Standards, FSA, Benchmarks Assessments, Individual Conferences</i>	<i>1/Spring</i>	<i>Studying for &amp; Taking Tests: Ideas to Help Your Child Do Better in School (2019) Parent Institute.</i>	<i>Parent participation in meetings, parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.</i>

## **Staff Training**

*Innovation Charter School will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].*

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
<i>New Teacher Orientation</i>	<i>1/August</i>	<i>Finding Time for New Teachers to Thrive (2020). Retrieved from <a href="http://www.ascd.org/publications/educational-leadership/jun20/vol77/num09/Finding-Time-for-New-Teachers-to-Thrive.aspx">http://www.ascd.org/publications/educational-leadership/jun20/vol77/num09/Finding-Time-for-New-Teachers-to-Thrive.aspx</a></i>	<i>Agenda, Meeting Minutes, Sign-in Sheets</i>
<i>Responsive Classroom</i>	<i>4/ 1 Each Quarter</i>	<i>Sprenger, Marilee. Social Emotional Learning and the Brain: Strategies to Help Your Students Thrive (2020).</i>	<i>Agenda, Sign-in Sheets, Evaluation Forms, Responsive Classroom Class Management</i>
<i>i-Ready Professional Development</i>	<i>3/Fall, Winter, Spring</i>	<i>Data-Driven Instructional Leadership (March 2019). Retrieved from:</i>	<i>Agenda, Sign-in Sheets, Data Reports/Student Growth</i>

		<a href="http://www.ascd.org/publications/educational_leadership/mar19/vol76/num06/Data-Driven_Instructional_Leadership.aspx">http://www.ascd.org/publications/educational_leadership/mar19/vol76/num06/Data-Driven_Instructional_Leadership.aspx</a>	
Promoting Effective Communication	1/August	3 Ways to Improve Parent-Teacher Communication (2018). Retrieved from <a href="http://www.ascd.org/ascd-express/vol14/num01/3-Ways-to-Improve-Parent-Teacher-Communication.aspx">http://www.ascd.org/ascd-express/vol14/num01/3-Ways-to-Improve-Parent-Teacher-Communication.aspx</a>	

### **Other Activities**

*Innovation Charter School will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].*

*Innovation Charter School embraces the opportunity to partner with community-based organizations and businesses in parent involvement activities. These various community-based organizations will be scheduled to share information with our parent community during our monthly parent meetings, and business information will be made available for parents as a resource in helping them in the education of their children. A reasonable support system will be available for parental guidance as we encourage involved parental participation as they successfully engage in the education of their children.*

### **Communication**

*Innovation Charter School will provide parents of participating children the following [Section 1116(c)(4)]:*

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];*
- *If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their*

children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and

- If the school-wide program plan under Section 1114 (b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].

Innovation Charter School will provide information about TITLE I programs, using various methods of communications (flyers, ICS website, parent meetings, monthly newsletter, Class Dojo, Parentlink, and social media outlets). Information about TITLE I program, academic programs, Florida Standards, grade level expectations, and academic assessment information will be shared with parents during the Annual Title I Meeting. Classroom teachers will explain and discuss the school's curriculum, and types of assessments used to measure student's progress. TITLE I teachers and administration will explain TITLE I programs and opportunities at the TITLE I meeting. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the meetings

### **Accessibility**

Innovation Charter School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

Innovation Charter School will provide the School Parent Involvement Plan in English and Spanish. Parents will be sent notification of the plan in the school's newsletter and on the school's website. It will be made available in the front office of the school. All correspondences regarding parent meetings will be created in the afore mentioned languages and distributed to parents to increase participation. Translators will be available at all parent meetings and made available, when needed.

### **School-Parent Compact**

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

**Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 03/09/2021 and will be in effect during the 2021-2022 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2021.

Susan Alexander

**Signature of Principal**

3-9-2021

**Date**

Lorian Merritt

**SAC Chairperson**

3-9-2021

**Date**