

**Innovation Charter School
School-Level Parent and Family Engagement Plan
(PFEP) 2023 - 2024**

Mission Statement

The mission of Innovation Charter School (/CS) 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. /CS serves all eligible Broward County students in grades K-5. The Board of /CS 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 and guardians in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs in this part, including the planning, review, and improvement of the school parent and family engagement policy/plan 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 and guardians of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

ICS will utilize multiple means of communication with parents to include social media, traditional flyers, text messages, voicemails, and A-frame signs. A full calendar of events will be provided to parents at the beginning of the school year to allow parents more opportunities to plan their attendance. 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 /earning-community a place of "academic excellence" and a "caring environment. "

Coordination and Integration

Innovation Charter School will coordinate and integrate parent and family engagement programs and activities that teach parents and guardians 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)].

Count	Program	Coordinati on
1	Title I	<i>Title I funds at /CS provide additional funding for teachers and Para-professionals to assist students, particularly low performinQ students.</i>
2	Title 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	Title 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 and guardians of participating children shall be invited and encouraged to attend, to inform parents and guardians of their school's participation under this part and to explain the requirements of this part, and the right of the parents and guardians engaged. Include the specific activity and/or activities, frequency and duration, evidence-based research on effective implementation and maintain documentation, ensuring that all parents and guardians are invited and

encouraged to attend [Section 1116(c)(1)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Create and distribute the meeting flyer/communicate with parents using multiple resources	1/August	Preparing for a Successful Lift-Off (2020). Retrieved from http://www.ascd.org/ascd-express/vo/15/num23/preparing-for-a-successful-lift-off.aspx	Flyers, parent email, parent phone call, social media
Agenda, Title I PowerPoint Presentation, Sign-in Sheets	1/August	Preparing for a Successful Lift-Off (2020). Retrieved from http://www.ascd.org/ascd-express/vol15/num23/preparing-for-a-successful-lift-off.aspx	Agenda, Meeting Notes, Sign-in sheets
Annual Public Title I Meeting KG-2nd Grade	1/August	Levitt, S., List, J., Metcalfe, J., Sadoff, S. Engaging Parents in Parent Engagement Programs. 2016, https://files.eric.ed.gov/fulltext/ED567211.odf	Resource Materials, Agenda, Meeting Notes, Sign-In Sheets
Annual Public Title I Meeting 3rd-5th Grade	1/August	Levitt, S., List, J., Metcalfe, J., Sadoff, S. Engaging Parents in Parent Engagement Programs. 2016, https://files.eric.ed.gov/fulltext/ED567211.odf	Resource Materials, Agenda, Meeting Notes, Sign-In Sheets

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 parent and family engagement [Section 1116(c)(2)].

Parent activities will be scheduled at various times (i.e., multiple sessions) to ensure working parents are given opportunities to attend. 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 evaluate the school's performance through an annual Title I survey.

Building Capacity

Innovation Charter School will implement activities that will build the capacity for effective involvement of parents/guardians and to support a partnership among the school involved, parents/guardians 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 and guardians to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)]. Include evidence-based research on effective implementation and maintain documentation, ensuring that all parents and guardians are invited and encouraged to attend.

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Kindergarten Roundup	1/August By appointment	Timmons, K. (2019). Kindergarten expectations and outcomes: Understanding the influence of educator and child expectations on children's self-regulation, early reading, and vocabulary outcomes. <i>Journal of Research in Childhood Education</i> , 33(3), 471-489. https://doi.org/10.1080/02	Resource Materials, Agenda, Meeting Notes, Sign-In Sheets, Feedback from parents

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Preview Day	1/August	Preparing for a Successful Lift-Off (2020). Retrieved from https://www.ascd.org/el/articles/preparing-for-a-successful-lift-off	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets.
Coffee and Conversation with the Principal	8; Monthly (Sept-April)	El Nokali, N. E., Bachman, H.J., & Votruba-Drzal, E. (2010). Parent involvement and children's academic and social development in elementary school. <i>Child development</i> , 81(3), 988-1005. https://doi.org/10.1111/j.1467-8624.2010.01447.x	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.
School Advisory Council (SAC)	2; Fall, Winter/Spring	Parent Involvement: A Matter of Educational Survival (2021). Retrieved from https://www.ascd.org/el/articles/parent-involvement-a-matter-of-educational-survival	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey
Family Math Night	1; Fall	What Parents Can Do at Home to Help Students with Math (2020). Parent Institute.	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.
Family Literacy Night	1; Winter	What Parents Can Do at Home to Help Student with Reading (2020). Parent Institute	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey
F.A.S.T. Parent Meeting	1; Spring	Understanding and Using Reading Assessment, K- 12, 3rd Edition (2018). Retrieved from: https://files.ascd.org/staticfiles/ascd/pdf/siteASCD/publications/books/Understanding-and-Using-Reading-Assessment-Sample-Chapters.pdf	Parent participation in meetings and parent feedback. Agenda, Sign-in sheets, Evaluation forms, and Annual Parent Survey.
Individual Parent Conferences	Minimum of twice a year	Lopez, W. (March 2020). Keeping Parents in the Loop: Trends Data Point to	Parent participation in meetings and parent feedback. Signed

		Actionable Insights. https://edu.blogs.scholastic.com/posUkeeping-parents-loop-trends-data-point-actionable-insights	conference form.
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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 and guardians, in the value and utility of contributions of parents/guardians, and in how to reach out to, communicate with, and work with parents and guardians as equal partners, implement and coordinate parent and family engagement programs, and build ties between parents, guardians, and schools [Section 1116(e)(3)].

Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
<i>New Teacher Orientation</i>	<i>2/August</i>	<i>Finding Time for New Teachers to Thrive (2020). Retrieved from http://www.ascd.org/public https://www.ascd.org/el/articles/finding-time-for-new-teachers-to-thrive</i>	<i>Agenda, Meeting Minutes, Sign-in Sheets</i>
<i>Staff Meetings</i>	<i>1/Weekly</i>	<i>Five top tips to help young learner teachers talk to parents (2021). Retrieved from https://www.cambridgeenglish.org/blog/five-top-tips-to-help-young-learner-teachers-talk-to-parents/</i>	<i>Agenda, Sign-in Sheets, and Meeting Minutes</i>
<i>Promoting Effective Communication</i>	<i>1/August</i>	<i>3 Ways to Improve Parent-Teacher Communication (2018). Retrieved from https://www.ascd.org/el/articles/three-ways-to-improve-parent-teacher-communication</i>	<i>Agenda, Meeting Minutes, Sign-in Sheets, Lesson Plans, Classroom observations</i>

Communication

Innovation Charter School will provide parents and guardians 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 and guardians, 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 and guardians of participating children, submit any parent/guardians 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 (Bee's Buzz), Class Dojo, Parent Link, social media outlets, and A-frame signs). Information about TITLE I program, academic programs, B.E.S.T. 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

Insert School Name will provide full opportunities for participation in parent and family engagement activities for all parents, guardians, and family members (including parents, guardians and family members with limited English proficiency, disabilities, and parents, guardians 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 and guardians understand [Section 1116(f)].

Innovation Charter School will provide the Parent and Family Engagement 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 aforementioned languages and distributed to parents to increase participation. Translators will be available at all parent meetings, and made available,

School-Parent Compact

As a component of the school-level parent and family engagement plan, each school shall jointly develop, with parents and guardians 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 and guardians input in the development of the compact.

Adoption

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

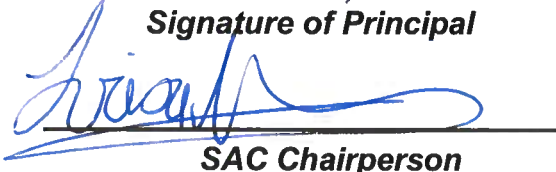
This plan was adopted by the school on 03/30/2023 and will be in effect during the 2023-2024 school year. The school will make this plan available to all parents and guardians of participating Title I, Part A children on or before September 30, 2023.



Signature of Principal

3-30-23

Date



SAC Chairperson

3-30-23

Date