

## 2023-2024 Title I, Part A Parental and Family Engagement Plan

### Assurances

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent.
- The school will carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the 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.
- The school will 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.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.

\_\_\_\_\_  
Signature of Principal or Designee

5/5/23  
\_\_\_\_\_  
Date Signed

**School Name:** Mater Brighton Lakes Academy & Mater Brighton Lakes Academy Preparatory High School

### Mission Statement (Optional)

Live to Inspire  
Establish Relationships  
Aspire for Excellence  
Discover Your Voice

### Parental and Family Engagement Mission Statement (Optional)

Mater Brighton Lakes Academy & Mater Brighton Lakes Academy Preparatory High School believes that positive parent & family engagement is essential and extremely important for student achievement. Therefore, all MBL administrators, teachers and staff encourage parent involvement in all aspects of MBL school activities by encouraging parents to become involved in our school.

How the parent and family engagement plan is a shared responsibility? (Optional)

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)



### Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school website, REMIND, Social Media and Constant Contact. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

### Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child (ren) at home? [Elementary Student Education Act Section 1116]

The school will provide different building capacity events that will give parents tools for math, reading, and Leader in Me to be implemented at home.

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.



### Annual Parent Meeting

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.

Mater Brighton Lakes Academy & Mater Brighton Lakes Academy Preparatory High School will create a flyer, PowerPoint, and agenda, advertise on the website, Class Dojo, and social media. Sign in sheets will be available for multiple sessions and all the necessary documents will be compiled.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Michelle Rodriguez	August	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise on school marquee, website, Class Dojo, Constant Contact	Michelle Rodriguez	August	Emails, newsletter
3.	Sign-in sheet for multiple sessions	Michelle Rodriguez	August	Collection of sign-in sheets
4.	Compile documents	Michelle Rodriguez	September	Scan documents upload to LEA monitoring site

### Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules.



How will the school provide, with Title I funds, transportations, childcare or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

The school will provide childcare as requested.

**Building Capacity**

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

<b>Count</b>	<b>Content and Type of Activity</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>	<b>Evidence or Effectiveness</b>
1.	Reading and Math Night	Michelle Rodriguez	Parents will receive strategies on how to help their students at home in Reading and Math.	August-May	Sign-in sheets, flyers, meeting notes, Agenda
2.	Leadership Day	Michelle Rodriguez	Children and family will participate in various activities exploring the 7 habits of highly effective people.	August-May	Sign-in sheets, flyers, meeting notes, Agenda
3.					
4.					
5.					





## Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Cultural Sensitivity	Michelle Rodriguez Marisol Lopez	Provide framework for developing cultural awareness to help the culture gap.	Throughout the school year	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	5 Levels of Parent Involvement	Michelle Rodriguez	Provide information about the 5 levels of parent involvement and parent's rights.	Throughout the school year	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.					
4.					
5.					

## Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child (ren)? [Every Student Education Act Section 1116]

All our activities after school are designed to engage the family and promote learning at home. MBL offers several opportunities for families to become involved at school:

- School Advisory Council (SAC)
- Title I Parent Meetings

## Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome back packets are provided to all students that include a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.



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?

Curriculum being used at the school is addressed at the school SAC meetings. At our Title I Annual meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

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)?

Any parent is able to request a parent/teacher conference in person, telephone, or virtually. Parents may contact teachers via email and REMIND. All teacher email addresses are available on our school website.

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

An electronic version of our Title I survey is provided to parents in order to get feedback on curriculum, testing, barriers, etc. Data is collected and results from the surveys are provided in the spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

### **Accessibility**

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

Our school uses REMIND, Social Media, and Constant Contact to contact parents in regards to events happening at the school, as well as emergencies. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?

Written communication will be provided for parents in English and Spanish. Translators will be available at all parent meetings and in the front office to provide translation services to ensure that parents are able to fully participate in meetings.



**Discretionary (Optional)**

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.)

**(Optional)**

<b>Count</b>	<b>Activity</b>	<b>Description of Implementation Strategy</b>	<b>Person Responsible</b>	<b>Anticipated Impact on Student Achievement</b>	<b>Timeline</b>
1.					
2.					
3.					
4.					
5.					



**Barriers**

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

The barriers that hinder participation by parents during the previous school year include meeting times, language, and child care.

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?)

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Meeting Times	We will have meetings early or later in the day to accommodate working parents.
2.	Language Barrier	We will have translators to accommodate all English/ Spanish language barriers.
3.	Child Care	We welcome young children to come and get involved.
4.		
5.		

