

**2023-2024 Title I, Part A Parental and Family Engagement Plan  
Victory Charter School K-5 (MSID: 0203)**

**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**

4/12/23

**Date Signed**

**School Name- Victory Charter School K-5 (MSID: 0203)**

**Mission Statement (Optional)**

Awaken and develop the socially responsible, technologically literate, and self-motivated leader within ALL students via an innovative, internationally focused, and student-centered curriculum that challenges students intellectually, creatively, and personally in a nurturing and safe environment that promotes the development of the total child so that they can be successful in an interconnected global community.

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

Lead our scholars to success with the support and involvement of our families and the community by empowering scholars to develop the skills and knowledge to be college and career ready.

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, email, social media, and REMIND. 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]

We will coordinate at least two major events per year, one per semester. Each event will be geared towards empowering parents with the tools and strategies they will need to support their students at home. Our Fall event will be geared towards empowering parents on how to understand student data from our Diagnostic Assessments (i-Station, i-Ready Achieve 3000, Lexia, Khan Academy, etc). Our second event will be geared towards empowering our parents with the tools and information they need to help prepare their students for the standardized assessments they will be taking.

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 taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and 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.

In an effort to increase family engagement for our VCS Title I Program we will inform our parents and families about our Title I annual meeting by proactively planning the date for the meeting, creating a flyer to distribute to all of our learners. Regardless of their learning modality. A PDF version of the flyer will be posted to our Victory Charter School website, sent via REMIND, and emailed to all primary and secondary contacts for students. Additionally, all of our students will receive the flyer via email and our schoolwide google classroom and be instructed to share the document with their parents. Lastly, the flyer will be posted on all of our social media platforms.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Administrator and Title 1 Coordinator	August-Dec ember	Copies of agenda, minutes, sign-in sheets, flyer, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize Iris out dial	Administrator and Title 1 Coordinator	August-Dec ember	Emails, newsletter, REMIND
3.	Sign-in sheet for multiple sessions	Administrator and Title 1 Coordinator	August-Dec ember	Collection of sign-in sheets
4.	Compile documents	Administrator and Title 1 Coordinator	August-Dec ember	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]

Our school provides free before/after school care for our scholars who were bus riders for the previous school year. For subsequent years, parents will be able to purchase care for their scholars accordingly.

### Building Capacity

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

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1.	Individual Parent Conferences	Classroom Teachers	Teachers will meet with parents to discuss the academic performance of the students and how they are delivering standard	Quarterly, Year-round	Parent Contact Logs
2.	Parent Informational Night	Title 1 Coordinator/ Coach	Parents will be provided with student's baseline data and how to help them achieve their goals.	After Diagnostic Assessments (Between October & November)	Sign-In Sheets, Invitations/Flyers
3.	Standardized Testing Informational Night	Testing Coordinator	Specific grade level information will be provided to parents on how they can help their students obtain a passing score on FSA/EOC.	Spring	Sign-In Sheets, Invitations/Flyers, Handouts
4.	Literacy & Science Night	Coach & ELA/Science Teachers	Families will have the opportunity to participate in hands-on activities they can use with their children for increased student achievement in Literacy and Science.	Spring	Sign-In Sheets, Invitations/Flyers, Handouts
5.	International Baccalaureate Program PYP	IB Coordinator/Principal	Families will have the opportunity to participate in a training to the benefits of IB and the impact it has in our scholars for attending an IB school	Spring	Sign-In Sheets, Invitations/Flyers, Handouts
6.	Black History Month	Social Studies/ ELA & SS Coach	Families will have the opportunity to participate in hands-on activities they can use with their children with regards to honoring Black History Month Activiist	Spring	Sign-In Sheets, Invitations/Flyers, Handouts

Victory Charter School will organize different activities throughout the year which will encourage and allow for student and parent engagement. The list below outlines some of our scheduled events for the 2023-2024 school year. Please note that these events are subject to change due to events out of our control.

**Staff Training**

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Cultural Sensitivity	Administration and ESOL Compliance Specialist	Provide framework for developing cultural awareness to help the culture gap.	Aug to Dec	sign-in sheets, minutes, agenda, PowerPoint Presentation
2.	5 Levels of Parent Involvement	Administration	Provide information about the 5 levels of parent involvement and parent's rights.	Aug to Oct	sign-in sheets, minutes, agenda, PowerPoint Presentation
3.	IB PYP Training	Administration	Training to become an IB certified administrator	Aug to Oct	sign-in sheets, minutes, agenda, PowerPoint Presentation
4.	Youth Mental Health Training	Administration	Training to be certified in Youth Mental Health	Aug to Dec	sign-in sheets, minutes, agenda, PowerPoint Presentation
5.	BEST Standards Training	Administration	Training teachers with the next level of the FL BEST standards	July	sign-in sheets, minutes, agenda, PowerPoint Presentation

**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]

The testing coordinator, in collaboration with the Guidance Counselor and Instructional Coach will host a Parent Informational Night during the month of March. This informational night will explain the State of Florida testing process. Parents will be provided with handouts for future reference.

**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 includes 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 and PTO 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. The school will provide all oral and written communication in both English and Spanish. A translator will be available for meetings and/or school events. Upcoming events will be posted on all digital platforms (email, social media, school website, REMIND, etc.) as well as our monthly Parent Newsletters. Arrangements will be made to accommodate any student, parent, or community member with a disability. A parent survey will be shared with all families which will collect the following information: convenient meeting times, volunteer opportunities, etc.

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 or telephone. Parents may contact teachers via email. 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 as a School Messenger to contact parents in regard to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. 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?

Our school events and activities will be shared with parents and families through REMIND, monthly newsletter, social media platforms, school website, email, and schoolwide Google Classroom.

### 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)**

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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?

Some of the barriers that we may encounter is parent availability (time and date of meetings) and any language barrier that may arise.

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?)

At this time, all of our communication to our families is provided in Spanish and English. Documents are translated for Non-English Speakers using Google Translate in the native language of the family. Time of our monthly SAC meetings have been scheduled in the evenings, on the second Tuesday of every month. At this time, this has proven to be a convenient time for our families.

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	The school does not offer transportation, but does offer before/aftercare for our parents in need of childcare before and after school.
2.	Language Barrier	Translate information and have a translator when feasible and continue growing with our newcomers program.
3.	Child Care	Have upper classmen (Juniors and Seniors) volunteer for Child Care during Meetings/Events.
4.		
5.		