

2023-2024 Parent and Family Engagement Plan

School Name	Simon Youth 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 school wide 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 F.A.S.T [ESEA Section 1116]

Mission Statement

<p>1. Does the mission statement include: How the parent and family engagement plan is a shared responsibility?</p> <p>How the parent and family engagement plan will assist in providing high quality instruction for all learners?</p>	<p>The mission of SYA is to empower all students to succeed with the support and engagement of families and the community. SYA feels strongly that parent and family engagement is a driving force in a child's education and is a shared responsibility. We are committed to working jointly with parents and families to develop a plan for activities and workshops</p>
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Involvement of Parents

<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>SYA will ensure the organized, ongoing and timely manner of involving parents the following methods:</p> <ul style="list-style-type: none"> • Home-to-school and school-to-home communication in English and/or other languages • Flyers, • Newsletters, • Connect Ed messages • School Website • Email • Access to CANVAS and Skyward • And other known best practices as needed <p>At SYA parents and families are involved in the planning, review and improvement of Title I programs, including involvement in the decision making of how funds for Title I funds will be used by:</p> <p>Attending</p> <ul style="list-style-type: none"> • School Advisory Council (SAC) meetings, • Annual Title I meeting <p>Participating In</p> <ul style="list-style-type: none"> • Parent/Student Association (PSA) activities • Parent/Teacher Conferences <p>Reviewing</p> <ul style="list-style-type: none"> • Academic data for funding decision making • Previous school year Parent and Family Engagement Plan
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Coordination and Integration with Other Federal Programs

<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>Simon Youth Academy will coordinate and integrate parent and family engagement programs and activities through a host of planned events throughout the school year. These activities will teach parents how to help their child(ren) at home through the implementation of various best known practices that are linked to learning. Below you will find a listing of SYA's school-based programs.</p>
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Program	Coordination
Pre-K Varying Exceptionalities ESE - IDEA	The school will work with the VE teachers to coordinate all the accommodations for students in the alternative education classrooms. Meetings will be held to discuss student needs and develop new IEP's. Teachers meet with students on a regular basis to discuss data results on individual monitoring of student success. Specialized programs are available for students with disabilities to ensure adequate progress and specialized IEPs based on student need.
Title I	Title I funds and programs enhance SYA School through professional development, student support, instruction and parental involvement programs, and workshops that teach parents their student's academic requirements to graduate and how to help them achieve success in meeting the requirements.
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	Title III funds and programs enhance SYA school through facilitating programs to enable students with limited proficiency to ensure grade-level yearly progress.
Title X	The District provides professional development regarding Homeless programs. Information is disseminated to our school through the SAFE Coordinators and the Title I programming as well. Programs are implemented to help identify needs and to provide information and assistance with the highest degree of confidentiality for students and parents. School and district level staff meet with parents to provide information on resources and options that will help parents make decisions to help their student succeed.

Annual Parent Meeting

<p>4. Does the plan include:</p> <p>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 (school wide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are</p>	<p>Simon Youth Academy will host an annual Title I meeting to notify parents and families via emails, newsletters, flyers and phone calls that their children will be 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 • Provided a brochure and other resources regarding the rights of parents • School Choice via district handouts and policies <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 on a similar level to that of non-title I schools. Title I Programs receive federal funds that support services for educationally disadvantaged children. During our meeting we will also discuss how our neglected and delinquent students are assisted through the school districts MVP program.</p> <p>We also share the information to Office of Title I Programs and Academic Intervention Services at http://www.fldoe.org/bsa/title1/title_compile.asp and our district's Title I website https://www.ocps.net/departments/title_i..</p>
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covered at the annual meeting?	Below are the specific steps that SYA will take to conduct the Title I Annual Meeting.		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Create a flyer for the Annual Meeting and send the notices home to parents in English and/or other languages	Title 1 Resource Teacher	September 2023	Copy of notice with date of dissemination
Publicize Annual Meeting date on SYA's website	Title 1 Resource Teacher	September 2023	Picture and date posted
Develop Sign in Sheets	Title 1 Resource Teacher	September 2023	Copy of sign-in sheets
Create agenda and presentation that addresses the Title I components.	Title 1 Resource Teacher	September 2023	Copy of the agenda and presentation materials
Set-up and conduct Title I Annual Meeting following agenda, presentation, discussion of PFEP, compact, and evaluation	Title 1 Resource Teacher	September 2023	Copies of agenda, copy Of presentation/handouts, signed sign-in sheets, completed evaluations.
Maintain documents	Title 1 Resource Teacher	September 2023	Copies of all documents filled and uploaded to Title I website.

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Flexible Parent Meetings

<p>5. Does the plan include: 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>	<p>SYA will offer flexible number of meetings by implementing the following:</p> <ul style="list-style-type: none"> Morning, afternoon and evening opportunities for activities and teacher conferences Developing and distribute a yearlong calendar in the first weeks of school and update as needed Conduct Parent Surveys 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 staff for a childcare room during school by an OCPS Non-Classified Staff Member</p>
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Building Capacity

<p>6. Does the plan include: 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>Simon Youth Academy takes pride in developing our partnership with the community and stakeholders. We provide workshops and activities to strengthen relationships throughout the year. During the school day several community partners invest time with our students related to their social, personal, monetary, and academic needs. 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 Title I Resource Teacher will be a main point of contact for parents to receive resources, support, and information about activities that engage parents and family. During our meetings we will also have open discussions to assist parents in finding employment opportunities, financial assistance and affordable housing.</p> <p>Below are the specific steps that Simon Youth 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
Welcome to SYA/Meet the teacher/	Principal, Assistant Principals, Faculty	Teachers will introduce classroom curriculum, expectations,	August 2023	Flyers, Sign In sheet, agenda and minutes, positive feedback from

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How to use the School Resources at Home with my child?		routines, and establish rapport with students and parents.		parents during PFEP review
Email Communication, Flyers/Newsletters	Lead Teacher/Resource Teacher/Teacher	Parents and students will access to information about school events/activities	Ongoing	Survey feedback, copies of newsletters/emails, copies of flyers
Title I Annual Meeting	Lead Teacher/Resource Teacher/Teacher	An overview of Title 1 part A requirements and procedures will build the relationship between SYA staff and our parents. This will lead to more involvement by our parents.	September 2023	Flyer, Sign-in sheet, agenda and minutes.
Graduation Requirement Meeting	Lead Teacher/Resource Teacher/Guidance	Students/Parents need to be aware of what requirements are needed for them to graduate.	October 2023	Flyer, Sign-in sheet, and agenda.
Career Day (Teach In)	Lead Teacher/Resource Teacher/Teacher/College & Career Resource Teacher	Increase motivation for course work and lay foundation for career paths for students and parents	November 2023	Flyer, Sign-in sheet, agenda and minutes.
College Readiness: Completing the FAFSA & Scholarship	CCRC Counselor, Instructional Staff	Parents and students gain knowledge of college readiness requirements so they can monitor student, gain scholarship information so they can assist their student in successfully entering secondary education.	January 2024	Flyer, Sign-in sheet, agenda and minutes.
Understanding state testing requirements	Lead Teacher/Resource Teacher/Teacher	Provide parents and students with the information and	March 2024	Flyer, Sign-in sheet, agenda and minutes.

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		encouragement for succeeding on upcoming testing.		
Regularly scheduled SAC/PSA meetings	Principal/ Assistant Principal/Lead Teacher	Parents will actively participate in decision-making process for school	Ongoing	Meeting minutes
Parent Teacher Conferences	Classroom Teacher/Lead Teacher	Teachers will conduct individual conferences to discuss child's test results, expectations, progress toward standards, and individual needs.	Ongoing	Conference/Parent communication logs
Curriculum Workshops	Instructional Staff	Teachers will discuss expected grade level skills in reading, writing, or math. Parents will be given strategies and resources to assist their students in developing these skills at home.	Winter/Spring 1 st Semester/2 nd Semester	Sign-in sheets, handouts, flyers
Underclassmen Graduation requirements overview	Lead Teacher/Resource Teacher/Teacher/ Guidance	Ensure parents and students if they are on track to graduate with their cohort.	April 2024	Flyer, Sign-in sheet, agenda and minutes.
Graduation Ceremony/Student Awards & Title 1 meeting: Feedback & planning for 2023-2024 School Year	Lead Teacher/Resource Teacher/Teacher/ Guidance/SYA Staff	Recognize and reward our students' academic successes while also taking the time to evaluate our parent involvement plan positively impacts relationships between students, parents, and staff at SYA.	May 2024	Flyer, Sign-in sheet, agenda and minutes.

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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>SYA strives to build the capacity of all school staff. Throughout the year we have various professional development activities that supplement the learning. We actively recruit our teachers, administrators, other school leaders to participate</p> <p>Below are the specific activities and tasks that SYA will implement to build capacity for meaningful parent and family engagement.</p>			
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	Title I Resource Teacher/ Lead Teacher/ Administrator	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	October 2023	Sign-in sheets, exit slips
Parent and Family Engagement Professional Development Module 2: Building Ties Between Home & School	Title I Resource Teacher/ Lead Teacher/ Administrator	Improved ability of staff to work with parents and families	January 2024	Sign-in sheets, exit slips

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Parent and Family Engagement Professional	Title I Resource Teacher/ Lead	Increased parent and family participation in	March 2024	Sign-in sheets, exit slips
Development Module 3: Implementation and Coordination of Parent and Family Engagement Programs	Teacher/ Administrator	school activities which support student achievement		
Parent and Family Engagement Professional Development Module 4: Communicating and Working with Parents as Equal Partners	Title I Resource Teacher/ Lead Teacher/ Administrator	Improved relationship, communication and collaboration between parents and school	May 2024	Sign-in sheets, exit slips

Other Activities

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]?	<p>Simon Youth Academy will host various parenting meetings on an ongoing basis to support the parents in participating in the education of their child. Sign in sheets will be used as evidence of the effectiveness of the meetings.</p> <p>Parents are able to monitor student grades on a regular basis through Skyward. Parents are provided an access code, information, and assistance on how to use Skyward. Parents will receive professional development through meetings as well as in The Parent Resource Center on how to use Skyward to monitor their students' progress. Parents also receive communications from their students' teachers, the guidance department, as well as progress reports and report cards at the end of the reporting period.</p>		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness
Referral for outside Agencies	Lead Teacher	Ongoing	Sign-in Sheets
Skyward	Lead Teacher/Teacher	August 2023	Evidence by parent/student use during class
Parent Academy	Resource Teacher/Lead Teacher	Monthly during the School Year 2023-2024	Pictures, Parent Registration, Flyers
Food/Clothing Pantry	Lead Teacher, Resource Teacher	Ongoing	Sign-in Sheets
Guidance Activities	Guidance Team	Throughout the academic school year	Sign in sheets, Flyers

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Communication

<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>SYA will maintain timely communication about Title I programs through the following:</p> <ul style="list-style-type: none"> • Hosting the Title I Annual Meeting • Conducting monthly Parent Involvement activities; and Parent Orientations for parents new to the school to cover Title I programs <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 Conference • Skyward Program • Notes home • Parent Conferences • Curriculum Guide Parent • SAC meetings • 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 • Participation in the School Improvement Plan (SIP), Parent and Family Engagement Plan (PFEP), and School Compact <p>If the school-wide plan is not satisfactory to parents, feedback will be presented at the SAC meeting for discussion, review, and needed updates.</p>
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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>A description of how the school will share information related to</p>	<p>SYA 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 method will be used:</p> <ul style="list-style-type: none"> • Open House/Curriculum Nights will be presented in multiple languages to service our ELL families <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 • Flyers
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Accessibility

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?	<ul style="list-style-type: none"> Connect Ed messages School Website Email And other known best practices as needed.
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Discretionary Activities

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.)	SYA will utilize Title I, Part A funding for additional activities to support student achievement. Although not required, these activities support student achievement.			
Activity/ Task	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Developing appropriate roles for community-based organizations and businesses in parental involvement Including job shadowing and chaperoning field trips to School-to work sites.	Lead teacher and Title I Resource teacher will arrange for speakers and partners from the community as well as field trips.	Students and parents will gain an understanding of whole-community schooling. A greater sense of involvement will result from multiple points of interaction from our school with the community. This will result in greater support from home, which will increase achievement in school by creating more prepared and supported students.	November 2023, February 2024, and April 2024	Sign-in sheets, Parent program survey
Involving parents in the development of training for teachers,	Lead Teacher and Title 1 resource teacher.	Parents will have an opportunity to have their voice heard which will strengthen the partnership that SYA parents have		Sign-in sheets,

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principals, and other educators to improve the effectiveness of that training		with the school and staff.	August 2023-May 2024	
Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school related meetings and training sessions	Lead Teacher and Title 1 Resource teacher.	By paying for expenses associated with parental involvement activities, we will be able to increase the amount of parent involvement we have at these events. This increase will lead to a stronger relationship between our parents and the school.	August 2023-May 2024	Sign-in sheets,
Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school.	Lead Teacher and Title 1 Resource teacher.	By maximizing parental involvement and participation in activities, we will be to build a stronger relationship between our parents and the school.	August 2023-May 2024	Sign-in sheets, Parent program survey

Barriers

12. Does the plan include: A description of the barriers that hindered participation by	SYA, after reviewing the previous years' Parent and Family Engagement Plan and accompanying feedback, acknowledges the existence of the following barriers to parent and family engagement: <ul style="list-style-type: none"> • Transportation
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<p>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>	<ul style="list-style-type: none"> Language Barrier Economically Disadvantage Childcare Students not providing flyers to parents in a timely manner Work Schedule Education Barrier
Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Transportation issues Subgroup: (FRL)	Provide bus passes to parents and students needing transportation to the Parent Engagement Events.
Economically Disadvantage Subgroup: (FRL)	Provide food during some evening events, free lunch for all students, provide clothing, provide bus passes to parents and students needing transportation.
Language Barrier (ELL)	Provide translation as needed.
Need for Childcare (FRL)	Facilitate events during the school day when the children are already in childcare facilities.
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.
Work schedule	Fluctuate start times for parent engagement meetings.
Student not providing parents the flyers in a timely fashion	Title I coordinator personally calls parents.

School-Parent Compact

<p>13. Does the plan include: 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 parents, the entire school staff, and</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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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

and will be in effect for the period of

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

Signature of Authorized Personnel	
Date	

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 PSA artifacts where Title I/PFE topics were on the agenda
- Parent Feedback Summary of PFEP Evaluation
- Parent and Family Engagement Activities Tracking Form

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