**HORIZON ACADEMY at MARION OAKS Title I, Part A Parent and Family Engagement Plan**

I, Donald E. Maier, II , do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

**Assurances**

* The school will be governed by the statutory definition of parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in ESEA.
* Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent.
* Jointly develop/revise with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the parental involvement plan to the local community.
* Involve parents and family members, in an organized, ongoing, and timely way, in the planning and review, of the school parent and family engagement plan.
* Use the findings of the parent and family engagement plan review to design strategies for more effective family engagement and to revise, if necessary, the school’s parent and family engagement plan.
* If the plan for Title I, Part A is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency.
* Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading.
* Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who has not completed the criteria for state level certification.
* Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement
Parental Involvement Mission Statement (Optional)**

How does your PFEP describe the shared responsibility? How does parent and family engagement assist in providing high quality instruction for all learners?

***Response:***

Working together with the support of parents, students and staff, Horizon Academy will help find success in all students and better prepare them for them for their future educational needs and ongoing life challenges.

**Involvement of Parents**
Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used (ESEA Section 1116)

***Response:***

**Funds as well as other items concerning the parent involvement plan will be developed, reviewed and revised at School Advisory Council Meetings at convenient times, in multiple community locations so as many parents served by these Title I funds are invited and have the opportunity to attend and participate. Needs assessments and surveys will be used to develop future plans and make adjustments to the current plan, as needed. The Parent Involvement Plan will be available on the district and school websites and a parent information session will be held in the fall to review the plan and discuss concerns with parents.**

**Coordination and Integration with Other Federal Programs**

Describe how the school will coordinate and integrate parent and family engagement programs and activities?

 How does the school coordinate and integrate parent and family activities that teach parents how to help their children at home? (ESEA Section 1116)

***Response:***

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| Title I Part A | Our school receives Title I funds based on free and reduced lunch counts.  Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I, Part A. |
| Title II | Staff and faculty members participate in district professional development opportunities. |
| Title III - ESOL | The administration will coordinate with Grants & Federal Programs, ESOL Department to identify students.  ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language. |
| Title I Part C (Migrant) | The school guidance counselor and teachers refer parents to the program through the District Migrant Liaison. The success of the program will be determined by a record of such referrals. |
| Individuals with Disabilities Education Act (IDEA) | Our school coordinates with the ESE, Student Services Department of MCPS.  Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings.  All 5th grade ESE students will attend Articulation Meetings at the end of the 5th grade. Articulation Meetings help students understand what middle school expectations. Teachers and staff will follow the MTSS policies and processes. |
| Voluntary Pre-Kindergarten Program | BSE has a Title I VPK this year. The VPK program is ran by the Marion County District Office and housed at the area schools and advertised in the schools with written information sent home to parents as well as advertised on the radio and in the newspaper. Success of the Districts efforts is determined by the number of students attending and their initial FAIR scores compared to students not attending. |
| Title X - Homeless | The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need. |
| Federal Nutrition Program | Our guidance department identifies families in need and coordinates “Food 4 Kids”—a weekend food backpack program providing nutrition supplements. Backpacks are passed out weekly. |

**Annual Parent Meeting**

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school’s Title I program?

Describe the nature of the Title I program (school wide or targeted assistance)

 Describe how the meeting will cover (AYP) , school choice, and the rights of parents.

***Response:***

An annual meeting will be held at a convenient time to which all parents will be invited to attend. The purpose of the meeting is to inform parents of their school’s participation under Title 1 and to explain Title 1, its requirements, and their right to be involved. The annual meeting will be advertised in the Marion Oaks local paper, on the school website, through school system social media, by automated phone message, and by flyers at school and local businesses.

The meeting will address at least the following areas: Marion County and Horizon student achievement goals as well as local concerns; school-wide or targeted assistance (as applicable); adequate yearly progress (county and school); an explanation of school choice (if applicable); state and local assessments; ways parents can monitor their child’s progress and participate in decisions relating to their child’s education; and rights of all parents.

**Flexible Parent Meetings**
Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

How will school provide with Title I funds, transportation, child care, or home visits, as services relate to parent and family engagement? (ESEA Section 1116)

***Response:***

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Horizon Academy will offer meeting times with parents both before and after school. Based on a Needs Assessment, meetings will be held in the evening at rotating locations, in an effort to accommodate as many parents as possible regarding attendance. Title I funds have been set aside to help with child care during these meetings. Regular meetings will address more than just the purpose of the Title I program and will focus on items such as literacy and technology training programs, parenting workshops, and opportunities for parents to volunteer and interact at the school with their children, etc. Family Literacy and Science Nights are scheduled for parents to attend and are conducted by each grade level. Activities will include assistance in improving the achievement of the child and ways parents can become active participants in the decision-making process relating to the education of their child.

**Building Capacity**
How will the school implement activities that will build the capacity for meaningful parent/family involvement?

How will the school implement activities that will build relationships with the community to improve student achievement?

 How will the school provide other reasonable support for parent/family engagement activities?

***Response:***

Horizon will schedule activities in coordination with both local elementary schools on a regular basis to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through providing parents assistance to better understand:

* Florida’s academic content standards
* Florida’s student achievement standards
* State and local assessment
* How to work with educators
* How to monitor their child’s progress.

School orientation, Open Houses, Literacy and Science Nights are just several of a multitude of happenings at Horizon Academy, that allow parents to get involved, participate, and work and walk with their child(ren). All of these events are geared at helping the parent becoming a better resource for their child(ren) and to help parents understand the expectations that are placed on the students.

Additionally, written, electronic and web-based instructions and explanations will be provided to parents regarding the Parent Portal, explanation of grades and progress reports/report cards, School Advisory Council, and others.

**Staff Training**

Describe 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?

 What professional development activities will the school provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents/families in how to reach out to, communicate with, and work with parents/families as equal partners?

What professional development activities will the school provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents/families in implementing and coordinating parent/family programs and in building ties between parents/families and the school? (ESEA Section 1116)

***Response:***

Horizon Academy will provide training to educate the teachers, administrative and support staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs. Horizon will continue to build ties between parents and the school by regular staff meetings and training to review ways we can better communicate, implement, and coordinate parental involvement and build ties between home and school. We will solicit input is gathered from parents at School Advisory Council Meetings, other events and parent meetings and from surveys on how teachers can reach out to, communicate with and work with parents as equal partners. This information will be shared with instructional coaches to help design training for teachers to work more effectively with parents. This training will be shared at PLC or faculty and published electronically for all to relook as needed.

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children? (ESEA Section 1116)

***Response:***

Horizon Academy operates a parent resource center through Title I funds. The center is easily accessible to parents and there is open at all school events, as well as at the needs of the parent. Horizon plans and develop workshops such as technology and Literacy Nights to inform and teach parents about helping their child(ren) and using technology to support their academic achievement.

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

How will the school 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?

If requested by parents, how will the school provide regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

How will the school submit parents’/families comments if the schoolwide plan is not satisfactory to them? (ESEA Section 1116)

***Response:***

The Horizon Academy web site provides pertinent information for parents and community members. Parent links include information regarding Title I information, as well as material regarding student achievement, school curriculum and programs, school improvement, and upcoming events. Monthly Newsletters are sent home to parents with information about improving their child’s achievement, understanding testing and the state curriculum and social media is used in nearly every possible way to keep parents informed.

Horizon will provide multiple opportunities for parents to attend events that help them better understand:

* Florida’s academic content standards
* Florida’s student achievement standards
* State and local assessment
* How to work with educators
* How to monitor their child’s progress.

Horizon has an open door policy regarding parent input. Besides regularly scheduled meetings, administrative staff, counselors and front office personnel will speak to any parent regarding a concern or suggestion. Small group meetings will be held at irregular times to accommodate parents’ concerns regarding the education of their child(ren). Parents and families who make their dissatisfaction hard and their suggestion(s) were not included in the school-wide plan will still have their suggestions or concerns forward to the Deputy Superintendent for his review.

**Accessibility**
How will the school provide full opportunities for participation in parent/family engagement activities for all parents?

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

(ESEA, Section 1116)

***Response:***

Horizon Academy provides meetings and multiple times and will held in multiple locations, in an effort to maximize parent/family participation. Horizon utilizes numerous avenues to disseminate information regarding school events, parent programs, school reports and both English and Spanish. Additionally, written, electronic and web-based instructions and explanations will be provided to parents regarding the Parent Portal, explanation of grades and progress reports/report cards, School Advisory Council, and others.

**Discretionary Activities(optional)**

What activities does the school plan to implement 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.)

***Response:***