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| **Parent and Family Engagement Plan 2017-2018** |
| A Miami-Dade County Public Charter School |
| City of Hialeah Educational Academy Charter  2590 West 76 Street  Hialeah FL 33016  Phone: 305-362-4006 / Fax:305-362-7006  Community Involvement Specialist  Martha Morales |

**Goal:** All students will benefit from increased parent and family engagement that provides positive educational and career opportunities for students and promotes student achievement.

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**Parent and Family Engagement Plan**

**School Mission Statement:**

The vision of the City of Hialeah Educational Academy High School is to provide a high quality, rigorous career oriented curriculum that will prepare students for successful progression into post-secondary education and productive employment within a multilingual work environment.

**Annual Title I School Meetings**

* Title I Annual Meeting for High School - October 5, 2017 from 5:30 to 8:00 p.m.
* Title I Annual Meeting for Middle School – October 11, 2017 from 5:30 to 8:00 p.m.
* Parents, Families and Community are informed via Blackboard Connect-Ed messages, Email, Text and Flyers provided to all students.
* Families are invited to attend the Annual Title I Meeting to learn about our school’s Title I programs and requirements. Families will have opportunities to review and provide feedback in the following areas:

**School-Parent Compact**

* The development and review of the school’s School-Parent Compact will be conducted the following dates:
* Title I Annual Meeting for High School - October 5, 2017 from 5:30 to 8:00 p.m.
* Title I Annual Meeting for Middle School – October 11, 2017 from 5:30 to 8:00 p.m.
* Educational Excellence School Advisory Committee Meeting-September 19, 2017 at 6:00 p.m.

All Students, parents and staff are welcomed to come and give input on the development and review of the School-Parent Compact for 2017-2018.

**Title I Parent Involvement Budget**

* Educational Excellence School Advisory Committee Meeting-September 19, 2017 at 6:00 p.m.
* During the first EESAC Meeting of the school year the Parental Involvement Budget is discussed. Title I provides supplemental support funds to pay for services and programs for both our students and parents. Examples included the funding of a Reading Coach to support the Language Arts and Mathematics Department and the funding for a Community Involvement Specialist to support parental, family engagement and community outreach. The Educational Excellence School Advisory Council (EESAC) which works as a decision-making body in regards to allocation of funds for the school resources.

**Parent Involvement Workshops**

* List activities planned for parents throughout the school year to support capacity building and achievement
* Title I Annual Meeting
* Educational Excellence School Advisory Committee (Quaterly)
* Parent-Teacher Conferences (Quarterly)
* Parent-Senior Student Night Meeting
* Financial Aide FAFSA Interactive Workshop (Annually)
* Parent and Student Portal Assistance: Assist parents and students create portal account
* Student Lunch Application Interactive Assistance Workshop: Assist parents completing the application
* Less Stress About Tests: How to help your child succeed on standardized tests
* Parenting to Prevent Bullying: How parents can protect their children from bullying
* The Florida Standards Assessment: An overview of the academic standards
* Preparing for the Job you Want: Search for a job, build a winning resume and prepare to interview
* Planning for College and Career: Choices, requirements and financial aid application
* Building Study Skills: How parents can help their child acquire better study habits

This plan was jointly developed with parents, teachers and community. For a copy of the plan or if you have any feedback, please contact the Community Involvement Specialist: Martha Morales at 302-362-4006 [mmorlaes@coheaedsu.com](mailto:mmorlaes@coheaedsu.com)

**Partner Programs**

* The school has continuously partnered with the following program and or sponsors:
* City of Hialeah Educational Academy Police Department
* City of Hialeah Fire Department
* Miami Dade College Excecutive PASS Program

**Coordination and Integration**

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| **count** | **Program** | **Coordination** |
| 1 | Parent/Teacher Conference | At these conferences, parents have the opportunity to find out the student progress, and teachers give parents specific ideas and guidance on how to improve their child’s performance in school. |
| 2 | Parent Portal | Assist parents/guardians registering to the parent portal to monitor their child's attendance and academic performance. |
| 3 | Title I Part A | City of Hialeah Educational Academy provides services to ensure students requiring additional remediation are assisted through after-school programs or summer school.Curriculum Coaches develop, lead and evaluate school core content standards/programs: identify and analyze existing literature on scientifically based curriculum/behavior assessment and intervention approaches. Other Components that are integrated into the school-wide program include an extensive Parental Program, Title CHESS, and support services to special needs populations such as homeless, migrant, and neglected and delinquent students. |
| 4 | Title I, Part C | The school provides services and support to migrant students and parents. The district Migrant Liaison coordinates with Title I and other programs a comprehensive needs assessments of migrant students to ensure that the unique needs of migrant students are met. |
| 5 | Title II | The District uses supplemental funds for improving basic education follows: training to certify qualified mentors for the New Teacher (MINT) Program training for add-on endorsement programs, such as Reading, Gifted, ESOL training and substitute release time for Professional Development liaisons at each school focusing on Professional Learning Community development and facilitation, as well as Lesson Study Group implementation and protocols. |
| 6 | Title III | Title III funds are used to supplement and enhance the programs for English Language Lerner (ELL) by providing funds to implement and/or provide: tutorial programs(K-12), Parent outreach activities (K-12), professional developments on best practices for ESOL and content area teachers, coaching and mentoring for ESOL and content area teachers(K-12) ), reading and supplementary instructional materials (K-12), purchase of supplemental hardware and software for the development of language and literacy skills in reading, mathematics and science, is purchased for selected schools to be used by ELL students (K-12, RFP Process) |
| 7 | Title X-Homeless | The Homeless Assistance Program seeks to ensure a successful educational experience for homeless children by collaborating with parents, schools, and the community. Also schools are eligible to receive services and will do so upon identification and classification of a student as homeless. Project Upstart, Homeless Children & Youth Program assists schools with the identification, enrollment, attendance and transportation of homeless students. The Homeless Liaisons provides training for school registrars on the procedures for enrolling homeless students for school counselors on the McKinney Vento Homeless Assistance Act-ensuring homeless children and youth are not to be stigmatized or separated, segregated, or isolated on their status as homeless and are provided with all entitlements. Project Upstart provides a homeless sensitivity, awareness campaign to all the schools- each school is provided a video and curriculum manual, and a contest is sponsored by the homeless trust-a comm. orga |
| 8 | Violence Prevention | City of Hialeah Educational Academy provides a part-time TRUST counselor which oversees non-violence and anti-drug programs to students. In addition the school provides an annual Parent Academy course instructed by the Hialeah Police Department that identifies and discusses dangers and the prevention of violence and drug use. |
| 9 | Nutrition Programs | The school adheres to and implements the nutrition requirements stated in the District Wellness Policy. |
| 10 | Adult Education | High school completion courses are available to all City of Hialeah Educational Academy students in the evening based on the senior high recommendation. Courses can be taken from credit recovery, promotion, remediation, or grade forgiveness purposes. |
| 11 | Career and Technical Education | By promoting Career Pathways and Programs, students will become academy program complete and have a better understanding and appreciation of the post-secondary opportunities available and a plan for how to acquire the skills necessary to acquire the skills necessary to take advantage of those opportunities. |
| 12 | Job Training | A partnership with the City of Hialeah will provide students with the job skills necessary to become effective employees in their public service careers. |
| 13 | Miami Dade College | We have had an Executive PASS Partnership Plan with MDC for the past 9 years. We provide the City of Hialeah Educational Academy students with Miami Dade College Dual Enrollment classes’ after-school. |
| 14 | Florida International University | We provide the City of Hialeah Educational Academy students with Florida International University Dual Enrollment classes’ after-school. |
| 15 | Miami Dade College Adult | We provide Miami Dade College Adult Education our school facility, in the evening, for Adult enrichment classes such as English for non-Speakers, Citizenship Course, etc, at no cost or fees. |
| 16 | Doral College | We provide the City of Hialeah Educational Academy students with Doral College Dual Enrollment classes’ after-school. |
| 17 | St. Thomas University | We provide the City of Hialeah Educational Academy students with St. Thomas University Dual Enrollment classes’ after-school. |

**Communications and Accessibility**

* Title I Parent and Family Engagement Plan is provided for our parents in English and Spanish. City of Hialeah Educational Academy Title I Orientation Meeting reflects distribution and discussion of the current M-DCPS Title I PFEP and school's SIP. City of Hialeah Educational Academy invites parents for their participation via: Blackboard connect telephone messages/email blasts with audio to homes of parents, mail outs to parents, flyers sent home with the students and personally distributed to parents during student drop off and pick up. The Community Involvement Specialist maintains reasonable efforts to assist parents in understanding the needs and rights of their children with exceptionalities and ELL needs, in their primary language. Parents are made aware of the availability of simultaneous translation services verbally, via posters on easels, printed flyers, announcements, meetings, workshops and events in Spanish. Title I DAC and PAC meetings are announced through fliers that are available in English & Spanish. Parents are given "suggestion box" slips to complete at each meeting. Suggestions are reviewed and implemented as appropriate. Parent participation in workshops, parent/teacher conferences and other school and community activities are infused to parents as partners in their children's educational process.

**Parent Information Resource Center**

* The Community Insolvent Specialist is available during school office hours.

**Parent Information Resource Center**

* Title I Schools, this section has been completed for you and is required to remain to inform parent

**Other Ativities**

* City of Hialeah Educational Academy encourages parents to attend the District Advisory Council (DAC) and Parent Advisory Council (PAC) meetings. Our in house Community Involvement Specialist (CIS) is also available to parents during school hours to assist with any matter of concern that they may have.