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 schoolwide 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 State assessments [ESEA Section 1116]

**Mission Statement**

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| **1. Does the mission statement include:**How the parent and family engagement plan is a shared responsibility?How the parent and family engagement plan will assist in providing high quality instruction for all learners? | **The mission of Prosperitas Leadership Academy is to educate, train, and inspire our students in a learning environment that models the values of discipline, integrity, teamwork and perseverance, and where respect is the foundation of productive relationships, such as that each of our graduates possess the knowledge and character to meet the challenges of learning, working and living in the 21st Century. This can only be accomplished by the inclusion of the student’s family; whereas we will establish a partnership with parents, guardians and mentors to equip them with the tools needed to guide and prepare the students for success in the academic arena. By keeping the parents/guardians informed, are arming them with the necessary equipment to assist their children into making wise, informed choices about their child’s education. We also want to create an atmosphere where the student will feel that everyone is involved with their educational goals now and any future plans.** |

**Involvement of Parents**

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| **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]? | Prosperitas will ensure that parents are included in a timely manner by notifying them of any activities by:* Sending home communications in English or home language
* Sending flyers via students
* Newsletters
* School website
* Email
* And other forms of communication as needed

At Prosperitas parents and families are involved in the review, planning and improvement of Title I Programs, including the decision as to how Title I funds are spent by attending:* School Advisory Council (SAC) meetings
* Multilingual Parent Leadership Council (MPLC) meetings
* Annual Title I Meeting
* Academic Data Meetings
* Reviewing previous year’s Parent and Family Engagement Plan
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**Coordination and Integration with Other Federal Programs**

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| **3. Does the plan include:**How the school will coordinate and integrate parent and family engagement programs and activities?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]? | Prosperitas Leadership Academy will coordinate and integrate parent and family engagement activities and programs through various planned events throughout the school year that will teach them how to help their children at home with activities that are linked to learning. |
| **Program** | **Coordination** |
| **Title I** | The Principal and Title I Contact will work with the Title I Office to provide opportunities for parental involvement at home, school and throughout the community. |
| **Title II** | Teachers will use Title II for professional development activities to help them learn new standards and to keep parents informed and updated of the standards.  |
| **Title III** | Provides funding for ELL students requiring language instruction for our limited English Proficient and Immigrant students.  |
| **Title X** | McKinney Vento Program provides support to our homeless students. |
| **Individuals with Disabilities Education Act (IDEA)** | Supplemental instructional support provided by Title I will be discussed with parents during Annual IEP Meeting and/or meetings for academic or behavioral issues. |

**Annual Parent Meeting**

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| **4. Does the plan include:**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? A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting?  | Prosperitas Leadership Academy will host an annual Title I meeting to inform parents and families of children participating in Title I program at the beginning of the school year. Parents will be educated with handouts, brochures, and a Power point presentation on:* Annual Yearly Progress (AYP) via Powerpoint Presentation and handouts
* School Choice via district handouts and policies
* The right of parents via brochure and other resources

Parents and families are informed of the nature of the Title I program by the following statement: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 playing field for children victimized by poverty. Title I funds provide services and educational programs to help students achieve. Title I/Migrant Programs administer in excess of $500 million in federal funds to school districts and agencies in Florida for high quality supplemental instruction and support services for educationally disadvantaged children. Our mission is to provide leadership and technical assistance to local education agencies (LEAs) and local operating agencies (LOAs) to implement programs and services that ensure that all children have a fair, equal and significant opportunity to obtain a high quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments. We provide service to local school districts, agencies, private schools and local neglected and delinquent institutions for Title I, Migrant, and Homeless Programs.On please visit the Florida Department of Education, Office of Title I Programs and Academic Intervention Services at <http://www.fldoe.org/bsa/title1/title> compile.asp.Below is a list of steps that Prosperitas will take to conduct the annual meeting. |
| **Activity/ Task** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| Send notice home in English and/or other language | Title I Coordinator | August 20, 2018 | Copy of notice with date of dissemination |
| Sign In Sheets developed | Title I Coordinator | August 27, 2018 | Sign In Sheets |
| Agenda and materials for presentation developed | Title I Coordinator | August 27, 2018 | Copy of Agenda |
| Flyer posted at school and sent home with students  | Title I Coordinator | September 5, 2018 | Copy of Flyer and date of dissemination |
| Conduct Annual Meeting | Title I Coordinator | September 10, 2018 | Copies of agenda and handouts |
| Maintain documents | Title I Coordinator | September 10, 2018 | Copies of all documents |

**Flexible Parent Meetings**

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| **5. Does the plan include:**How will the school offer a flexible number of meetings, such as meeting in the morning or evening? 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]? | Prosperitas Leadership Academy will offer flexible meeting times by implementing the following:* Offering meetings and activities both in the morning and evenings in order to extend the opportunity for parental involvement
* Conduct parent surveys to determine most requested times for school wide activities
* Develop a calendar for school year and make available to parents at the beginning of school year

The school will provide services related to parent and family engagement activities by providing the following as needed:* Transportation (Bus Passes) to attend Parent Academy/meetings or workshops
* Provide childcare while parent attends meeting/workshop if needed
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**Building Capacity**

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| **6. Does the plan include:**How the school will 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 the school will provide material and training to assist parents/families to work with their child(ren)?How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]? | Prosperitas Leadership Academy believes it to be essential for all stakeholders who has a role in the development and academic success of our students be informed and prepared. We will offer workshops and activities throughout the school year that strengthens these relationships. We have an open-door policy within the community and offer various opportunities where community members can volunteer and support our efforts. Our Parent Engagement Liaison (PEL) is the first point of contact and can provide parents with resources, support and information regarding activities to promote student achievement.The following are steps that Prosperitas will take to build capacity for parent and family engagement. |
| **Activity/ Task** | **Person Responsible**  | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Meet the Teacher | Instructional Staff | Teachers will introduce classroom expectations and establish rapport | August 2018 | Sign In Sheets |
| Open House | Admin, Teachers & Staff | An opportunity for parents & students to meet with teacher to find out class expectations, procedures. Teachers can use this opportunity to see what parent expectations are. Build rapport. | September 2018 | Sign in sheets |
| Parent Conferences | Teachers/Admin | Parents receive information on student’s academic progress, behavior issues and other concerns. | Conferences are recommended every 9 weeks but 2 are mandatory per year | Sign in sheets  |
| Curriculum Workshop | Instructional Staff | Each discipline will cover one evening per quarter and provide parents with strategies and resources they can use at home to help their children be successful  | Suggested times:Oct- Jan – Mar - May | Flyers, sign in sheets, and handouts |
| Newsletter/website | Principal | Parents will have access to upcoming events and activities  | Ongoing | Website screenshots, copies of newsletter |
| Regularly scheduled SAC, PLC and PFEP meetings | Admin, Title I Coordinator | Parents will actively participate in decision making processes for school | ongoing | Minutes and sign in sheets |
| College Prep/Technical Careers Workshops | Title I Coordinator and Instructional Staff | Parents are students attend workshops that provides information on the when, what and how’s of attending secondary school.  | Fall and Spring | Handouts, sign in sheets and brochures if applicable |

**Staff Development**

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| **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]? | Prosperitas Leadership Academy will strive to build capacity throughout the year through various professional development activities. They are designed to educate teachers, instructional support staff administrators and other staff to build capacity in parent and family engagement.A list of the activities provided are listed below. |
| **Activity/ Task** | **Person Responsible**  | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| **Title I Annual Meeting** | Title I Coordinator | Provides information on the different programs available to help students achieve academic success | September 10, 2018 | Agenda, Power Point and sign in sheets |
| **Training Module 1: The Importance of Parental Involvement** | Title I Coordinator | Learning to work together, building strong partnerships with each other | October 2018 | Sign in sheets Exit slips |
| **Training Module 2:****Building Ties Between Home and School** | Title I Coordinator | Parents and teachers working together to improve student learning | Jan 2019 | Sign in sheetsExit Slips |
| **Training Module 3:****Building Ties Between Home and School** **Home Visits** | Title I Coordinator | Opportunity to build real relationships with parents and student in their own environment | March 2019 |  Sign in sheets Exit slips |
| **Training Module 4:****Communicating and Working with Parents** | Title I Coordinator | Increased open communication fosters positive ties between school and home and parent and student. | May 2019 | Sign in sheetsExit slips |

**Other Activities**

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| **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]? | Prosperitas Leadership Academy will utilize various resources to assist students and families with their needs. Some areas we offer assistance in are as follows:* Counseling
* Exceptional Educational Services
* Referrals to outside resources if needed
* Food Bank referrals

OCPS District offers Parent Academies and Virtual Academies at various locations throughout the year.  |
| **Activity/ Task** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| Virtual Academy | Title I Coordinator | October, February, May | Copy of calendar of dates offered |
| Parent Academy | Title I Coordinator | September, November, January, March, May | Copy of calendar of dates |

**Communication**

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| **9. Does the plan include:**How the school will provide timely information about the Title I programs? 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? 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)/How the school will submit parents/ families comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]? | Prosperitas Leadership Academy will provide timely communications about Title I programs by:* Conducting the Annual Title I meeting
* Providing information to parents of newly enrolled students at the end of each month during new student/parent orientation.

Teachers and staff will provide parents with an understanding of curriculum, assessments and other tools used to measure student progress. This will be conducted through:* Parent conferences
* Curriculum workshops
* School Compact
* Progress reports
* Other school communication methods

Parents will be included in the formulation of decision making through:* One on one meetings
* Parent surveys
* Participation in the SAC reviewing of the School Improvement Plan (SIP), the Parent and Family Engagement Plan (PFEP and the School Compact

If the Schoolwide plan is not satisfactory, parents will provide feedback at the SAC meeting for discussion, review, and necessary updates to the plan.  |

**Accessibility**

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| **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?A description of how the school will share information related to 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?  | Prosperitas Leadership Academy will provide various opportunities for parents and families to participate in school activities ensuring many levels of access for parents and families. We will utilize the following:* Offer activities during morning and evening hours to provide multiple opportunities to attend.
* Provide translations in home languages for any communications going home
* Flyers
* Email
* Newsletter
* School calendar
* School website
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**Discretionary Activities**

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| **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.) | Prosperitas Leadership Academy will utilize Title I, Part A funding for activities that are not required but will support in meeting the mission of th school.Below are the specific steps that Prosperitas Leadership Academy will take for activities funded through Title I, Part A. |
| **Activity/ Task** | **Person Responsible**  | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Training parents to enhance the involvement of other parents | Title I Coordinator Principal | This increases parental involvement and their knowledge of the student’s level of performance and needs within the classroom. | Ongoing | Sign in sheetParent program surveys |
| Providing alternatives opportunities such as home visits for parents that can’t attend meeting at school | Instructional staff or Principal designee | Offers opportunity for parental involvement as well as building a partnership between home and school that fosters knowledge and student success. | Ongoing | Sign in sheetMap quest mileage documentationParent survey |

**Barriers**

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| **12. Does the plan include:**A description of the barriers that hindered participation by parents during the previous school year? 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]? | Prosperitas Leadership Academy reviewed the Parent and Family Engagement Plan from last year along with the feedback provided and has to acknowledge the following barriers to parent and family engagement activities:* Language barrier
* Transportation
* Education
* Economically disadvantaged
* Work schedules
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| **Barriers (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| Language barrier | Provide translations in Spanish and Creole as needed |
| Transportation for parents | Provide bus passes for parents  |
| Education barriers | When speaking with parents, use terminology they are able to understand. |
| Economically disadvantaged | Provide food during afternoon/evening events, have resources or referrals readily available for families that may need them.  |
| Work schedules for parents | Schedule events during period when parents will be more likely to attend. Advance notice of an event will allow parent to plan in advance to attend. |

**School-Parent Compact**

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| **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 students will share the responsibility for improved student academic achievement? | **Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.** |

**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

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| **07/27/2018** |

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| **1 year** |

This policy/plan was adopted by the school on and will be in effect for the period of .

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| **8/31/2018**  |

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

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