***[Ocali Charter Middle School]***

**Parent and Family Engagement Plan (PFEP)**

**About Title I, Part A**

Title I, Part A, provides local school districts and schools with resources that help children gain a high-quality education and the skills to master the Florida Standards. These resources provide additional teachers, professional development, extra time for teaching, parent involvement activities, and other activities designed to raise student achievement. Parent and family engagement in a child’s education is a great predictor of academic success than whether or not that family is affluent or poor. Title I program regulations require robust parent and family engagement activities at every school where federal funds support effective teaching and engaged learning.

**What is Parent and Family Engagement?**

Title I, Part A defines parent involvement as the *...participation of parents in* ***regular, two-way and meaningful communications*** *with school staff that involves the student, addresses learning and engages the family in school activities.* The Title I, Part A classification of parent involvement derives from the definition of Parent and Family Engagement, as outlined in the Every Student Succeeds Act, circa 2017-2018.

**About the Parent and Family Engagement Plan**

The Parent and Family Engagement Plan describes how the school will provide opportunities to improve family engagement to support student learning. In addition, the plan represents the different ways we will support family engagement and how parents can help plan and participate in activities and events to promote student learning at school and at home. We value the contributions and engagement of parents and family members. The goal is establishing an equal partnership between home and school to support student and school improvement. Click here to access the [District's Title I Parent and Family Engagement Plan](https://www.marionschools.net/Page/50551) or request a copy at the front office.

**We value our families and believe that ALL children can learn!**

Principal Name: [Principal Name Here]

School Website: [Website Here]

School Year: 2025-2026

1. **parent and family engagement plan goal**

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| By the end of May 2026, 35% or more of OCMS families will participate in one or more of the family engagement events that are focused on learning. Parents will receive an invitation for each event via email, social media, skylert phone calls, and written invitations. Parents attending will sign in so that we can track the event participation. OCMS believes that school and home partnership will yield in better academic achievement. |

1. **jointly developed**

How will the school:

1. involve parents in developing the school parent and family engagement plan?
2. make the parent and family engagement plan available to the local community?
3. update, at least annually, the school parent and family engagement plan to meet the changing needs of parents and the school?
4. Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents?
5. address opportunities for regular meetings, parent-teacher conferences, volunteering, and access to staff if requested by parents?

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| OCMS will share and collaborate on the plan with the first School Avisory Committee meeting. Previous parent engagement survey’s, board meetings and parent conferences will be used to make adjustments to the plan on a needs basis. A hard copy of the plan will be available in our front office and a digital copy will be available on the Ocali Charter Middle School website. Parents are invited to all advertised SAC meetings, parent conference events, and other school events through social media and skylert invitations. Flyers for our events are also posted on the school bulletin. |

1. **Annual title i meeting**

Describe how the school will conduct an annual meeting (before November 1st) to inform parents of the requirements of Title I, the school’s participation, and the parents’ rights under Title I.

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| All aspects of Title I are shared using the district Title I PowerPoint template which includes information such as: What is Title I, Parent and Family Engagement Plan, School-Parent Compact, Parents Rights, Assessments, Title I Funds, Title I Focus, open discussion and Q&A.   1. Step 1 Advertise invitation to Annual Meeting via skyward, social media, and school website starting the 2nd week of school. 2. Step 2 Plan the Annual Meeting will take place the same day as the 1st Parent Engagement Event in order to increase attendance. 3. Step 3 Create an agenda to explain the Title I program and parent and family engagement activities. 4. Step 4 Train teachers during pre-planning on the Title I program, the budget, the agenda to present to parents during the annual meeting and the activities planned for the parent and family engagement activities. 5. Step 5 Conduct the Annual Meeting, keeping sign-in sheets, and copies of the agenda. All aspects of Title I are shared using the district Title I PowerPoint template which includes information such as: What is Title I, Parent and Family Engagement Plan, School-Parent Compact, Parents Rights, Assessments, Title I Funds, Title I Focus, open discussion and Q&A. |

1. **communications**

How will the school:

1. ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand?
2. offer meetings at various times (such as in the morning and evening)?
3. offer meetings in different formats (such as online and in-person group meetings, home visits or other types of individual meetings)?
4. ensure ongoing two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand?
5. monitor two-way communication to ensure timely responses.

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| Prepared messages related to progress reports, and upcoming school-family events will be created using clear, easy to understand language (removing academic or industry terms/acronyms whenever possible) and sent via Skylert to registered phone numbers, and email addresses of our families. Additional communications will be relayed through medias such as: social media, the site-based website, google classrooms, school newsletters, and fliers.  For those students whose home language is not English, documents will be translated using a free online translation service to the home language of the family.  Family meetings will be scheduled in a flexible format (ex: different days and times) and when necessary, meetings will be duplicated at different times/days allowing for maximum family and community participation. Family meeting information will also be available (upon request) to those families unable to participate during face-to-face meetings as well as phone and email follow up. Additional strategies will be applied as the need arises on a case-by-case basis.  Sessions will be made available for one on one meetings based on the needs of families. Meetings can be held at different times of day, in person and virtually to offer flexibility and varied parent schedules.  Spanish translators will be available for Spanish speaking parents upon formal request or informally through our bi-lingual staff members.  By including families in the development of our PFEP, we ensure that the plan is written in an understandable format. The variety of formats and methods mentioned will also tell families the location of the plan and encourage them to reach out for additional information  Effective use of newsletters, google classrooms, social media, to share information with families about student academic achievement. Each parent night will include personal student information/data that staff will explicity and individually explain to each parent. This information will also be provided in Spanish.  Provide training for teachers to effectively communicate school related information such as course grades, IEP and 504 information and available district and school family resources. |

1. **Barriers**
2. Will the school offer transportation as such services relate to preventing parent and family engagement barriers?
   1. If yes, please describe.
3. Will the school offer childcare, as such services relate to preventing parent and family engagement barriers?
   1. If yes, please describe.

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| No – Transportation. However, individual academic conferences focusing on PM1-PM3 results, will be offered at different times of the day, in person and virtually to offer flexibility.  **Yes – Childcare will be provided. OMCS will utilize suite 106 as the childcare location since suite 200 is where the engagement events are held. Depending on the number of childcare needs, suite 106 will be staffed with a minium of 2 staff members and maintain a ratio of 1:5.** |

1. **school-parent compact**

Describe how the school:

1. and families will jointly develop a School-Parent Compact.
2. will outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement in the School-Parent Compact.
3. will build and develop a partnership with families to help children achieve challenging State academic standards.

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| **The compact has been developed with the cooperation of parents, school staff, and other support persons to highlight how Ocali Charter will partner with families to provide the best education for students. The compact shares relevant information on what goals and strategies are being used. The joint development is ongoing.**  Families and community members have the opportunity to share feedback after each family and community engagement event, the annual survey for the school based Parent and Family Engagement Plan and School Improvement Plan, the Annual District Family and Community Survey and via quarterly SAC meetings.  We will describe and explain the curriculum, forms of assessments and achievement levels during our Annual Title I meetings, school based website and newsletters.  Parents will give input to the training to promote a partnership or other two-way communication  Families will be notified about the forms of assessments through teacher websites, teacher communications, ongoing school meetings FAST nights, SAC, Annual Title I Meeting, and parent-teacher conferences.  The achievement levels students are expected to obtain will be described and explained during the Annual Title I Meeting, and ongoing academic based family engagement events occurring throughout the year. Additionally, teachers are encouraged to inform parents and families of upcoming lessons and curriculum via teacher websites or class newsletters. If parents or guardians have further questions and/or are not available to attend, information will be sent home in quarterly newsletters, which are also posted on the school website, www.ocalicharter.com. Families may also contact the school for further information.  Communication of upcoming opportunities will include social media, school website, newsletters, teacher websites, fliers and Skylert messaging. |

1. **coordination of funds**

Describe how the school will coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (applicable to elementary schools), college and career-ready resources or organizations (applicable to middle and high schools), parent resource centers, or other programs.

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| OCMS will coordinate with stakeholders to provide parent and family engagement defined as participation of parents in ongoing consultation and meaningful communications with school staff that involves students, addresses learning, and engages the family in school activities.  School administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need to support increased student achievement.  OCMS will coordinate with stakeholders to provide the families of children and youth with services to create a smoot transitions from elementary to middle school and middle school to high school. For incoming middle schoolers, OCMS will hold meet and greet meetings with parents and their students. OCMS also offers a 2 day long summer transition camp open for all incoming 6th graders to attend. For outgoing 8th graders heading to high school, OCMS will use our guidance counselor to guide parents and students through high school transition and career readiness. OCMS will invite local high schools as well as have a career workshop, inviting business and career professionals to inform students about career tracks.  **OCMS will also utilize Title I parent resources by having the Title I resources van available during our parent engagement events.** |

1. **building capacity of parents**

Describe how the school will provide parents with the following:

1. A description and explanation of the curriculum and resources.
2. Individual student academic assessment results and interpretation of those results.
3. A description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards.

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| Prepared messages related to progress reports, and upcoming school-family events will be created using clear, easy to understand language (removing academic or industry terms/acronyms whenever possible) and sent via Skylert to registered phone numbers, and email addresses of our families. During the first quarter of the schooyear, OCMS will present the Title I powerpoint in order to provide a clear description and explanation of the state’s curriculum/standards and available resources. Additional communications will be relayed through medias such as: social media, site-based website, google classroom, school newsletters, and fliers.  **For those students whose home language is not English, documents will be translated using a free online translation service to the home language of the family.**  Families will be notified about the forms of assessments through google classrooms, teacher communications, ongoing school meetings (ex: FAST/ EOC night, SAC), Annual Title I Meeting, and parent-teacher conferences.  The achievement levels students are expected to obtain will be described and explained during the Annual Title I Meeting, and ongoing academic based family engagement events occurring throughout the year. Additionally, teachers are encouraged to inform parents and families of upcoming lessons and curriculum via google classrooms or class newsletters. If parents or guardians have further questions and/or are not available to attend, information will be sent home in quarterly newsletters, which are also posted on the school website. Families may also contact the school for further information.  Families will be notified about the forms of assessments through teacher websites, teacher communications, ongoing school meetings (ex: FAST night, SAC), Annual Title I Meeting, and parent-teacher conferences. Two Parent engagements are dedicated to individual student FAST progress during which time parents will receive a comprehensive explanation of the results that are standards based as well as compare the most current results to the student’s previous results. |

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| 1. Please include 4 Parent/Family Workshops/Opportunities (1 per quarter), 2 of which could be Academic Conference Team events. |

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| Title | Purpose | Quarter  Date(s)/Time(s) |
| Title I Annual Meeting  (required by the last week in October) | To provide an explanation of Title I and begin the ongoing discussion site schoolwide participation and of its link to student achievement. | **Quarter 1**  Thursday, September 11, 2025 5:00pm-5:30pm |
| Parent Engagement Event #1: Open House & The foundational connection between school and home. | To share individual FAST PM 1 data and provide an explanation for the development of reading and math foundational skills and the impact that home and family can have on the overall success of the child. | **Quarter 1**  Thursday, September 11, 2025 5:30pm-7:00pm |
| Parent Engagement Event #2:  Conference Night & Science @ Home | To share student specific data in all core subjects and provide parents with feedback on their child’s progress during the 1st quarter of school. To create an academic plan with the parent to raise performance. In addition, there will be an instructional segment on how the Sciences can be support from home utilizing every day housefold items. | **Quarter 2**  Wednesday, November 19, 2025 5:30pm-7:00pm |
| Parent Engagement Event #3  Conference Night & Writing Workshop | To share individual FAST PM2 data and compare it to the FAST PM1 data. Provide Parents with additional resources, knowledge and strategies, as well as to encourage and support their students in ELA and math for FAST PM3, Math EOCs, 7th Civics, and 8th Science state assessments. In addition, there will be an instructional segment on how Writing can be supported from home. | **Quarter 3**  Wednesday, January 28, 2026 5:00pm-7:00pm |
| Parent Engagement Event #4: Preventing the Summer Slide: Keeping your child engaged in learning through the summer. | To share strategies and resoures parents can use with their students at home during the summer months to prevent academic decline. | **Quarter 4**  Wednesday, April 15, 2026 5:00pm-7:00pm |

*The activities listed may be updated after publishing.*

1. **building capacity of school staff**

Describe how the school will train teachers, specialized instructional support personnel, other school leaders, and other staff, with the assistance of parents in the following:

1. The value and utility of contributions of parents.
2. How to reach out to, communicate with, and work with parents as equal partners.
3. To implement and coordinate parent programs and build ties between home and school.
4. To provide information in a format, to the extent practicable, in a language the parents can understand.
5. To respond to parent requests for parent and family engagement activities.

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| During the 1st Month of the 25-26 School year, with the assistance of parents, professional development will be provided to all staff members on:  Effective parent/teacher conferences  Effective forms/strategies for two-way communication  During the 1st Month of the 25-26 school year, staff will participate in professional development focused on building solid positive relationships with parents, techniques about how to involve parents in the classroom environment and positive personal interactions to trouble shoot for student success.  Effective use of newsletters and teacher websites to share information with families about student academic achievement.  Provide training for teachers to effectively communicate school related information such as course grades, IEP and 504 information and available district and school family resources  These trainings will take place on Wednesday afternoons during out early release Professional Development time.  OCMS will utilize SAC meetings to engage in specific topics pertaining to parent partnerships.  OCMS will review and implement any recommendations made by parents from previous parent engagement event surveys. |

*This plan aligns with Goals 2.B, 5.A, and 5.B of* [*Achieve 2026 - Strategic Plan*](https://www.marionschools.net/Page/93190)*.*

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| Enter the date *(month/day/year)* this plan was finalized: |  |
| Enter the date *(month/day/year)* this plan was revised: |  |

**School Advisory Council**

The School Advisory Council (SAC) is a team of people representing various segments of the community parents, teachers, students, administrators, support staff, business/industry people and other interested community members. The purpose of a SAC is to assist in the preparation and evaluation (developing and evaluating) of the results of the school improvement plan and to assist the principal with the annual school budget.

* Yes, I am interested and wish to join the School Advisory Council.
* Please contact me so I can learn more about joining the School Advisory Council.
* Please send me notifications about future meetings and updates.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Share Your Thoughts**

We want to hear from you. If you have any suggestions or if there is any part of the Parent and Family Engagement Plan that you feel is not satisfactory, please use the space below to provide us with your comments in the space provided and leave this form in the school’s main office.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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