



**Local Educational Agency (LEA)/District Level  
Parent and Family Engagement Plan  
*Florida Virtual School*  
2024-2025**

In support of strengthening student academic achievement, Florida Virtual School receives Title I, Part A funds and, therefore, must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the LEA's expectations and objectives for meaningful parent and family engagement and describes how the LEA will implement a number of specific parent and family engagement activities, and it is incorporated into the LEA's plan submitted to the Florida Department of Education.

**Florida Virtual School agrees to implement the following requirements as outlined by Section 1116:**

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with Section 1116(d) of the ESSA.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under Section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the Florida Department of Education.

- The school district will be governed by the following definition of family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child’s learning
- (B) Parents are encouraged to be actively involved in their child’s education at school
- (C) Parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE DISTRICT WILL IMPLEMENT REQUIRED LEA PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**JOINTLY DEVELOPED**

**Florida Virtual School** will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

*Parents and families are surveyed at the end of each SAC (School Advisory Committee) meeting and before the Annual Title I meeting and End of Year Title I Evaluation meeting. During the evaluation meeting, the SIP (School Improvement Plan)/Title I, Part A schoolwide plan, School Parent and Family Engagement Plan and the District Parent and Family Engagement Plan are reviewed, and parent input is solicited.*

**TECHNICAL ASSISTANCE**

**Florida Virtual School** will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

*District level components of family engagement are provided through school-level Title I funded Parent Liaisons. The LEA (Local Education Agency) utilizes the school parent survey to solicit requests for training, information, etc. The LEA also holds school-level administrative meetings to discuss the CNA (Comprehensive Needs Assessment) and SIP (School Improvement Plan) before, during, and after the school year and progress monitoring meetings quarterly to ensure implementation. Ongoing technical assistance is provided directly to the Parent Liaisons through district-level support and Title I-funded professional learning conferences, webinars, and memberships that support capacity*

*building for effective parent and family engagement. The LEA also annually reviews the school-level PFEP (Parent & Family Engagement Plan), school-parent compacts, and all Title I parent and family engagement requirements.*

## **ANNUAL EVALUATION**

**Florida Virtual School** will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, its parent and family engagement policies.

*The school-level Parent Liaisons, Family Engagement Coordinator, and the Entitlement Grants Manager conduct an annual evaluation meeting where the following information is reviewed: parent and family engagement survey results, student achievement data, SIP (School Improvement Plan), Title I school-wide plan, and school and district level PFEP's (Parent & Family Engagement Plan). Parent input is solicited throughout the meeting.*

## **RESERVATION OF FUNDS**

- **Florida Virtual School** will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

*Prior to the annual end-of-year evaluation meeting, parents are provided a copy of the prior year PFEP (Parent & Family Engagement Plan) and Title I activities. The Parent Liaison and Family Engagement Coordinator review the current school year's Title I activities and solicit feedback and input in the planning for the upcoming school year's activities during the meeting and with surveys. Parents review the 1% reservation and are provided an opportunity to discuss and provide input as to how the reservation will be spent during the meeting. After consultation with parents, 100% of the reservation is allocated directly to schools for parent involvement. Parents are involved in developing the LEA (Local Education Agency) plan through the Title I, Part A program. Parents participate in the LEA/District and school-level Parent and Family Engagement Plan and School Improvement Plan. Participation is facilitated through virtual meetings, distribution of the plans, and surveys.*

## **COORDINATION OF SERVICES**

**Florida Virtual School** will coordinate and integrate parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs: [*IDEA, Title II, Part A, Title III, Title IV, Part A and Title IX*] that encourage and support parents in more fully participating in the education of their children by:

*The school Parent Liaison collaborates with both the Title I and ESE departments to increase the participation of ESE parents at Title I meetings and targeted ESE parent workshops/trainings. Title II, Title III, Title IV, Part A, and Title IX funds are coordinated to provide professional development activities for Title I teachers and families that support SIP (School Improvement Plan) and Title I initiatives.*

## **BUILDING CAPACITY OF PARENTS**

**Florida Virtual School** will, with the assistance of its Title I schools, build parents' capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help parents work with their children to improve their children's academic achievement. Assistance will also be provided to parents in understanding the following topics:

- The challenging State academic standards
- The State and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child's progress
- How to work with educators

*The LEA (Local Education Agency), in collaboration with the Title I schools, provides information and training to help parents work with their children to improve their students' academic achievement. Florida Virtual School uses multiple systems to promote two-way communication with families using all available technologies, including Zoom, FOCUS, email, phone (text and apps), and social media. These communication systems allow Florida Virtual School to provide full opportunities to all parents, even those with limited English and who experience disabilities. The Parent Liaisons work with the Family Engagement Coordinator to complete orientations at the beginning of the year. They also host TIPA meetings and test-taking strategy information sessions and add all information to FOCUS to keep families updated. Live sessions are communicated and advertised to families through the FOCUS calendar, via text, and email. Live sessions are recorded, if applicable, and made available to parents via each school FRC (Family Resource Center) site via the Missed It document. This document enables parents who could not attend to view the session and allows parents to rewatch any sessions they found valuable. Literacy coaches are available to families and provide support in literacy. FLVS has a help desk available daily to troubleshoot technical issues, and tutorials on using the student information system are available.*

## **BUILDING CAPACITY OF SCHOOL STAFF**

**Florida Virtual School** will, with the assistance of its schools and parents, educate its teachers, specialized instructional support personnel, principals, and other school leaders, and other staff in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools by:

*At the beginning of the school year, teachers are trained in the importance of school and parent programs. The LEA (Local Education Agency) holds quarterly progress monitoring meetings to review parent and family engagement activities and discuss school-based plan changes that are needed based on parent feedback. The Family Engagement Coordinator provides ongoing technical assistance and support to the Parent Liaisons to ensure activities are evidence-based and meet the needs of parents and families as identified in the CNA (Comprehensive Needs Assessment). The Family Engagement Coordinator works with the enrollment office and ELL (English Language Learner) Literacy team to identify speakers of other languages and encourage the participation of ELL (English Language Learner) families at Title I meetings. Translation needs are identified, and notifications and translation services can be provided if deemed necessary and appropriate. All required communications and notifications will be translated as requested to the best of our ability. The Family Engagement Coordinator also collaborates with the ELL (English Language Learner) Team to provide information on services available to ELL (English Language Learner) students and parents through FOCUS.*

## **BARRIERS THAT MAY HINDER PARENT AND FAMILY ENGAGEMENT**

**Florida Virtual School** identifies the barriers through surveying parents and families after each meeting and prior to the Annual Title I Meeting.

*Barriers and strategies identified to reduce barriers include:*

- 1. **Family Schedule (all subgroups)**- Continue to encourage parents to attend the activities through multiple communications and advise parents who cannot participate in the session to view the recorded presentation on Florida Virtual Elementary School, Florida Virtual Middle School, and Florida Virtual High School's FRC (Family Resource Center) websites via the Missed It document. FOCUS text will be used to remind our families of upcoming events. Continue to offer sessions at various times on various days to try and meet the needs of all families.*
- 2. **Inconvenient day and time of school events:** Surveys are sent to families to identify the most convenient day/time to offer sessions. Per survey requests, sessions are recorded and uploaded to each school's FRC (Family Resource Center) via the Missed It document and emailed to families weekly. This option allows families to obtain the information if they do not attend the live session. Surveys are also provided to those who choose to view recordings to offer two-way communication for those families; families may also use the survey to request follow-up from a staff member.*

## **ADOPTION**

This LEA parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by the Annual End of Year Title I Evaluation meeting discussion dated April 14, 2023.

This policy was adopted by the **Florida Virtual School** on **July 1, 2024, and** will be in effect for the period of the 2024-2025 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before October 30, 2024.



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*(Signature of Authorized Official)*

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*10/2/2024*

*(Date)*