



Marion Charter School

Parent and Family Engagement Plan (PFEP)

About Title I, Part A

Title I, Part A provides extra support to school districts and schools to help all students receive a high-quality education and meet Florida's academic standards. These resources may include additional teachers, ongoing staff training, extended learning time, family engagement activities, and other programs designed to improve student achievement.

Research shows that when parents and families are actively involved in their child's education, students are more likely to succeed in school, regardless of family income. Because of this, Title I requires schools that receive these funds to build strong partnerships with families and provide meaningful opportunities for them to be involved in their child's learning.

What is Parent and Family Engagement?

Title I, Part A defines parent and family engagement as the active involvement of parents and family members in their child's education. This includes regular, two-way, and meaningful communication between families and school staff that supports student learning and encourages participation in school activities.

This definition aligns with the Every Student Succeeds Act, which emphasizes the importance of strong partnerships between schools and families to help students succeed both academically and socially.

About the Parent and Family Engagement Plan

This plan explains how our school will create and improve opportunities for families to be involved in supporting student learning. It outlines the different ways we encourage family engagement and how parents and family members can help plan and take part in school activities and events.

We value the important role families play in student success. Our goal is to build a strong, equal partnership between home and school to support both student achievement and overall school improvement.

You can review the District's Title I Parent and Family Engagement Plan by clicking the link or by requesting a copy from the front office.

We value our families and believe that all children can learn and succeed when schools and families work together!

Principal Name:	Michelle Axson
School Website:	www.marioncharter.org
School Year:	2026-2027

1. Parent and Family Engagement Plan Goal

If Marion Charter School focuses parent and family engagement activities on ELA, Math, and science standards, as well as continuing to build a strong foundation for two-way communication with families, then student learning gains will increase by 20% based on local assessments and diagnostic data.

2. Jointly Developed

Please describe how the school will:

- Involve parents and family members in the development of the school's Parent and Family Engagement Plan (for example, through input, feedback, or participation in meetings).
- Share the Parent and Family Engagement Plan with families and the local community, including how and where the plan will be accessible.
- Review and update the plan each year to reflect the needs of families and the school, including how feedback and data will be used to make improvements.
- Collect and submit parent comments to the district if families are not satisfied with the Title I Schoolwide Plan.
- Provide opportunities for family involvement, including regular meetings, parent-teacher conferences, volunteer opportunities, and reasonable access to school staff upon request.

(1) Parents are involved in developing the school's Parent and Family Engagement Plan by sharing their ideas and opinions through our annual school survey, our annual Title I survey, and through our MCS School Board meetings. Families and community members have the opportunity to share feedback after each family and community engagement event, through the annual survey for the school-based Parent and Family Engagement Plan and School Improvement Plan, through the Annual District Family and Community Survey, and via quarterly Board meetings. Communication of upcoming opportunities will include social media, school website, newsletters, teacher DOJOs, school marquee, fliers, and Apptegy messaging.

(2) Marion Charter makes our Parent and Family Engagement Plan available to our families and to the community by uploading it to our school website and by making copies available for parent viewing in our office. We also notify our parents that the Parent and Engagement Plan is now available in our school newsletters, through DOJO, and through our school Facebook page.

(3) Marion Charter will update the plan as needed throughout the school year to meet the changing needs of our students, families, and school by using schoolwide data and parent surveys.

(4) Comments from families and community members regarding the Parent and Family Engagement Plan and the School Improvement Plan (aka: Title I school-wide plan) are gained through 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 Board meetings. The aforementioned surveys and Board meeting minutes are made available to the district Title I office for review throughout the year. If the parents feel that there is a problem with the plan, then the Administration will reach out to the Title I office for assistance and guidance.

(5) Marion Charter School invites and encourages parent involvement and volunteering. Our parents are required to attend at least 3 Parent/Teacher/Student conferences a year to discuss their child's educational strengths and weaknesses, and to discuss remediation and enrichment activities to help their child to continue to succeed. All of our parents are encouraged to volunteer throughout the school year through field days, field trips, and in the classrooms. Parents can also visit our website at www.marioncharter.org for more information.

3. 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.

Click or tap here to enter text. **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. We will also provide handouts for parents who attend the Title I Annual Meeting. For those who can not attend, we will have copies in the front office, as well as adding it to our school website, DOJO, and Facebook pages. The steps that we take in preparing for and having our Annual Title I meeting are:**

Step 1: Advertise Annual Meeting through our DOJO messages, our Facebook Page, on our website, and in our weekly newsletters.

Step 2: Complete an Apptegy message to notify our parents of the upcoming meeting date and time.

Step 3: Set the meeting date for the same night as Open House to maximize attendance.

Step 4: Create an agenda to explain the Title I program and parent and family engagement activities.

Step 5: Train the teachers during pre-planning on the Title I program, the budget, and the agenda that will be presented to parents during the Title I meeting, so that is parents have any questions, they will be able to answer them.

Step 6: Conduct the Annual Meeting, keeping sign in sheets and survey results.

4. Communications

Please describe how the school will:

- Ensure the plan is written in a clear and consistent format, and how it will be provided in a language that families can understand, to the extent possible.
- Offer meetings at flexible times, such as morning and evening, to accommodate family schedules.
- Provide meetings in a variety of formats, including in-person, virtual, and individual options (such as conferences or home visits, when applicable).
- Maintain ongoing, two-way communication between families and school staff, and how communication will be provided in a language families can understand, to the extent possible.

- Monitor communication practices to ensure families receive timely responses from school staff.

(1) By including families in the development of our PFEP, we ensure that the plan is written in an understandable format. Prepared messages related to progress reports, upcoming school-family events will be created using clear, easy-to-understand language (removing academic or industry terms/acronyms whenever possible) and sent via Aptegety to registered phone numbers and email addresses of our families. Additional communications will be relayed through media outlets such as the School-based website, teachers' DOJOs, school newsletters, fliers, and the school marquee. We also tell our parents and families where copies of our PFEP are located, as well as all of the ways that our parents and families can contact us to ask questions or to ask for help, as well as ask for additional information. 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.

(2) 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 need. Spanish translators can be available for Spanish-speaking parents upon formal request or informally through our bilingual staff members. Our school facility is ADA accessible. If support is needed to accommodate a disability, appropriate arrangements will be made by the school.

(3) Family meetings will be offered both in person and virtually, and all meetings will be recorded so that parents who are unable to attend, can view the meeting on their own time. The meetings are also offered at different times and on different days in order to accommodate our parents.

(4) We continuously ask our parents for their feedback through our annual surveys, surveys after each event, as well as inviting them to attend our Board Meetings. Prepared messages related to progress reports, upcoming school-family events will be created using clear, easy-to-understand language (removing academic or industry terms/acronyms whenever possible) and sent via Aptegety to registered phone numbers, and email addresses of our families. Additional communications will be relayed through media such as the school-based website, teachers' DOJOs, school newsletters, fliers, and the school marquee. 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.

(5) We continuously monitor two-way communication with our parents and families to ensure that they are receiving information in a timely manner as well as ensuring that we respond to any questions or concerns that they may have as soon as possible.

5. Barriers

Please respond to the following questions.

- Will the school offer transportation services to help reduce barriers to parent and family engagement? If yes, please describe.
- Will the school offer childcare services to help reduce barriers to parent and family engagement? If yes, please describe.

(1) Marion Charter is unable to offer transportation to our parents and families for our events, so we will make sure to offer our parents the opportunity to attend the meeting virtually, and if

they are still unable to attend, then we will make sure that we record the meetings so that they can view it at their earliest convenience.

(2) For the parents who can attend in person, we do provide childcare services during our Family Meetings in order to reduce the engagement barriers regarding parents who may not be able to attend due to no childcare being available.

6. School-Parent Compact

Please describe how the school will:

- Partner with families to jointly develop the School-Parent Compact.
- Clearly define shared responsibilities within the School-Parent Compact, including how parents, school staff, and students will contribute to improving student academic achievement.
- Strengthen partnerships with families to support students in meeting challenging state academic standards.

(1) Marion Charter has developed, with the assistance of Title I, a School/Parent/Student Compact that offers ways in which the school and parents can work together to provide the best education possible to all of our students. The compact also provides strategies to help connect learning at home and at school. Parents are offered opportunities throughout the year to provide their input regarding the School/Parent/Student Compact. The compact is shared and discussed with the students and parents during their first in-person conference at the beginning of the school year.

(2) The School/Parent/Student Compact outlines and explains how the school, parents, and students all have responsibilities in order for our children to succeed. For example, the compact has responsibilities for students, such as reading and completing their homework nightly with high quality, and to the best of their abilities, and to be a Respectful, Responsible, and Problem Shark! The school's responsibilities are to work with students and families to promote student success in all academic areas, to provide students with robust lessons, materials, and academic programs, and to communicate with parents on a regular basis. Some examples of the parents' responsibilities are to work closely with their child's teachers, to provide a quiet place for the child to complete homework, and to support their child's teacher and school in all aspects of their child's learning. The compact also provides a space for the students to write down their personal goals for Reading, Math, Behavior, and for themselves.

(3) Marion Charter will hold a F.A.S.T. Family Night to discuss all aspects of the State's new Florida's Assessment of Student Thinking test, such as how the tests are scored, sample types of questions that will be asked, and how to help their child be successful on the tests. We also allow parents to provide input and feedback on how we can better serve their needs regarding their child's education and regarding the State tests.

7. Coordination of Funds

Describe how the school will coordinate and connect its parent and family engagement efforts with other programs and resources. Include early childhood programs for elementary schools, college and career readiness resources for middle and high schools, parent resource centers, and any other relevant community or district programs.

Marion Charter School holds several parent and family engagement programs at our school each year, such as our F.A.S.T Family Night, our 5th Grade Parent Night, and our Publix Math Night. Our Guidance Counselor, Valerie Wells, reaches out to surrounding daycares to offer strategies for early childhood learning opportunities. We also provide our parents with information on how to access the District Parent Resource Center so that they can check out resources to use with their children at home. We also work with our 5th-grade families in order to ease the transition from elementary school to middle school by hosting our annual 5th-grade Parent Night, where we share information on how to develop important study habits, how to choose the right classes, and provide questions and answer sessions with the families. We also invite the area middle schools to share information with the families.

8. Building Capacity of Parents

Describe how the school will build parents' understanding of their child's education by providing:

- Explanations of the curriculum and instructional resources
- Individual student assessment results, along with support to help parents understand those results
- Information about the assessments used to measure student progress and state academic standards

(1) The school provides detailed information regarding the curriculum that is used at each grade level at our annual Open House, our annual Title I meeting, and in our school compact. Also, information regarding our curriculum is found on our website.

(2) Parents have access to Apptegy, where they can access their child's grades at their convenience. After each assessment, whether it is classroom weekly assessments, Diagnostic I-Ready assessments, and F.A.S.T. assessments, student results are shared and discussed with the parents, as well as additional ways to support their child. We will also share academic results with our parents at our Family Engagement Events, such as our Reading and Math Nights, as well as at our 5th Grade Parent Night.

(3) Parents have access to Apptegy, where they can access their child's grades at their convenience. After each assessment, whether it is classroom weekly assessments, Diagnostic I-Ready assessments, and F.A.S.T. assessments, student results are shared and discussed with the parents, as well as additional ways to support their child. We will also provide detailed information regarding our District and Statewide tests, and will go over individual student results and achievement during our Parent Nights, as well as our mandatory report card conferences with parents.

9. Parent and Family Engagement Events

Please list a minimum of 4 parent and family engagement events that are planned for the 2026-27 school year. Note that 2 of these will require compliance documentation to be submitted (sign-in sheets, presentation or handouts)

Title	Purpose	Quarter Date/Time
Annual Title I Meeting	We invite you to an evening of learning and sharing about our Title I program, including our parent and family engagement policy, the schoolwide improvement plan, the school-parent compacts, and parents' requirements. Invitations will be emailed and posted in the school newsletter, social media, and local media.	September 10, 2026 at 5:30 p.m. and 6:00 p.m.
Open House	To provide parents and students a wealth of information regarding our curriculum and standards for all academic areas so that our students will have a successful year. This will enable parents to help their children at home with their academic needs	September 10, 2026 6:00-7:00 p.m.
3rd, 4th, and 5th Grade F.A.S.T. Night	To provide parents and students with information on the State Tests that their child will be taking this year. Parents will be given strategies on how to help their children be successful in the areas of reading and math.	October 7, 2026 5:30 pm
Academic Conferences with Parents	Parents, teachers, and students will meet to go over academic and assessment results, as well as be provided with strategies on how to continue to be successful in all academic and assessment areas.	October 29 th -Oct. 30 th , 2026. Times will be scheduled on an individual basis.
Family Math Night	Families will enjoy completing several math with their children. This activity will promote family togetherness as well as increasing their math skills which is one of our SIP Goals	January 15 th , 2027 6:00-7:00 p.m.
Dr. Seuss Literacy Night	Families will enjoy completing several reading activities such as reading stories together while in their pajamas, as well as completing several reading games with their children. This activity will promote family togetherness as well as increasing their reading skills.	March 3, 2027 6:00-7:00 p.m.
Academic Conferences with Parents	Parents, teachers, and students will meet to go over academic and assessment results, as well as be provided with strategies on how to continue to be successful in all academic and assessment areas.	March 29 th -April 9 th , 2027. Times will be scheduled on an individual basis.
5th Grade Parent Night	To provide both parents and students with information on standards, skills, and expectations that will help them to be successful in all academic areas in 5th grade as well as their transition into middle school.	May 5, 2027 2:45 p.m. and 5:00 pm

Note: The activities listed may be updated after publishing.

10. Building Capacity of School Staff

Describe how the school will build staff capacity, with input from parents, to:

- Value and include parent contributions in the school community
- Effectively communicate and work with parents as equal partners
- Implement and coordinate strong parent and family engagement activities
- Ensure information is accessible and understandable for all families and, when possible, in a language parents can understand
- Respond to parent needs and requests for engagement opportunities

(1) Marion Charter provides annual trainings to all staff members on the importance of parent engagement, such as how to conduct a parent conference effectively, as well as effective two-way communication between the staff and parents. The school liaison shares information and insights that she has received from the parents who have volunteered at the school on how to better support students and families and how to build stronger relationships with families.

(2) The school holds annual trainings at the beginning of the school year, such as the effective use of DOJO, the school-based social media page, to share information with families about student academic achievement, activities going on in the classrooms, as well as how they can help their child at home. We also provide training for all teachers and staff members on how to effectively communicate school-related information, such as course grades, IEP, and 504 information, as well as available district and school family resources. These trainings provide valuable feedback and will help our staff view parents as equals.

(3) All staff members are trained in person annually at the beginning of the year on how to best serve the needs of their parents and students, regarding how to help them with their homework, how to provide a quiet place to complete their homework, as well as working with parents on how to complete certain types of math and reading questions. These trainings build stronger ties to our staff and families.

(4) Marion Charter School requires our staff to be trained annually on how to effectively communicate with parents in their native language. All newsletters and parent information are provided to parents in their native language. If needed, a translator will be provided for verbal communication with parents. These trainings will help them reduce educational jargon in parent communications, provide clear explanations of skills/assessments, and the use of apps or websites for translations.

(5) All staff members are trained annually at the beginning of the year on how to respond to any parent requests or needs in a timely manner. The staff and school work hard to meet the needs of all of its parents, students, and staff. This training also reminds the staff of the importance of positive communication and provides modeling opportunities. During this training, parent survey results are shared so that the parents' voices and needs are heard and met.

School Advisory Council (SAC) Interest Form

Marion Charter School

2026-27

The School Advisory Council (SAC) is a team of parents, school staff, and community members who work together to support student success and school improvement. The council helps review school data, provides input on plans and goals, and encourages strong communication between the school and families. SAC members share ideas, give feedback, and help make decisions that improve the learning environment for all students.

Role Interest

Please select all that apply:

- ☐ Parent/Guardian
- ☐ School Staff
- ☐ Community Member
- ☐ Business Partner

Contact Information

Name:

Student's Name (if applicable):

Student's Grade Level (if applicable):

Address:

Phone Number:

Email Address:

What is your preferred method of contact?

- ☐ Phone Call
- ☐ Text Message
- ☐ Email

Parent and Family Engagement Plan Feedback Form

Thank you for taking a few minutes to provide feedback on our Parent and Family Engagement Plan (PFEP). Your input helps us better understand how well our school is supporting families and where we can improve. We value your ideas and experiences and will use your feedback to strengthen communication, involvement opportunities, and support for student success. Please write any comments in the space provided below and submit this form to the school's main office.

Name: _____

Phone Number: _____

Email Address: _____

Comments:
