I, Allison Kirby, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

**Assurances**

* The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
* Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
* Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
* Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];
* Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1118(a)(E)];
* Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in) [Section 1118(g)]
* If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
* Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
* Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
* Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h) (6) (A)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**  
  
Parental Involvement Mission Statement (Optional)

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| **Response:** The Lockhart Middle School mission is to ensure learning for all students, maximizing their academic, social, and emotional growth through a partnership with parents and the community. |

**Involvement of Parents**  
  
Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Lockhart Middle School Family is committed to the involvement of parents and the community in our children‘s education to increase their academic performance. During the Annual Title I meeting a survey was given to encourage parents to be a part of SAC and PTSA. The development of Project P.I.E. (Parent Involvement in Education) a combine effort of School Personnel, SAC and PTSA will be used as a catalyst to positively create change in our academic performance by promoting quality improvement in learning through Parent and Community involvement. This project will aid parents and educators in meeting the needs of the whole child through 5 key components: 1-Volunteering, 2-Parenting, 3-Communicating, 4-Community Involvement, and 5-Resources. Parents are notified of ongoing opportunities to plan and review Title I School wide programs. Communication is frequent via Connect Orange, marquee, flyers and newsletter. Information is sent home in English and Spanish. |

**Coordination and Integration**  
  
Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

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| **count** | **Program** | **Coordination** |
| 1 | Annual Title I Meeting | **The Title I School Coordinator** will attend various Staff Development opportunities that were provided by the district office. Advertisement of the Title I meeting was conducted through Connect Orange, flyers, school announcements. The Title I School Coordinator organizes and facilitates the meeting, using handouts and a PowerPoint presentation. The Title I School Coordinator is also responsible for distributing and maintaining compliance documentation and data during the meeting. |
| 2 | Meet and Greet your Teacher/Open House | **Administrations organize** and advertise the meetings via Connect Orange, flyers and marquee. Teachers organize and facilitate classroom activities. |
| 3 | PTSA, SAC Meetings | **Board members are responsible** for preparing the minutes and creating the agenda. The Administrative Staff organize and advertise meeting via the school newsletter, marquee, Connect Orange, website and school announcements. Parents and Community members are encouraged to participate. |
| 4 | Bring Your Parents to School Day | **This event is organized** by the Title I School Coordinator. Its purpose is to afford the parents an opportunity to spend a half a day with their child in class. Advertisement is conducted via Connect Orange, flyers, discussion at annual meeting. |
| 5 | STEAM  Night | **This event is facilitated** by the Math and Science Coaches. The Committee and Title I School Coordinator assist in advertising via school calendar, newsletter, marquee, flyers, and school announcements. Teachers, parents and other Partners in Education are encouraged to participate. |
| 6 | Literacy/Night | **The Language Art Chairperson and Reading Coach will facilitate** and organize this event. The Committee and Administrative Team will assist in advertising via Connect Orange, school newsletter, marquee, and flyers. |
| 7 | Title III | **A Part - time Curriculum Compliance** Teacher to assist ESOL education. |
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| 8 | Title X | **District Homeless Social Worker provides** resources (clothing, school supplies, and social services referrals) identified as homeless under the McKinney-Vento Act to eliminate barriers and appropriate education. |
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**Annual Parent Meeting**  
  
Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (school wide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c) (1)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Meeting | Title I School Coordinator | September 2015 | Sign- In-Sheets, Evaluation Feedback Forms |

**Flexible Parent Meetings**  
  
Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

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| **Response:** Administration will review and discuss the Parent Involvement Survey during the PTSA, SAC and PLC meeting in October 2015. The participants involved in the meeting will discuss and determine days and times in an open forum. Parents will be presented with several options of arranging conferences with administration and teachers. |

**Building Capacity**  
  
Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child’s academic achievement [Section 1118(e)(2)].Include information on how the LEA will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I Annual Meeting/Title I components & requirements. Compose & vote on school compact & PIP | Title I School Coordinator | All activities and content are designed to develop a strong partnership between home school and community. Our objective is to afford parents opportunities to help their children. | October 2015 | Sign- In-Sheets, Evaluation Feedback Forms |
| 2 | Title I Meeting/Parent Survey | Title I School Coordinator | Parents will gain knowledge on how Title I dollars are spent, their rights as parents and exactly what they can do to help increase student academics. | October  2015 | Sign -In- Sheets, Evaluation forms |
| 3 | Meet and Greet Your Teacher/Introductions & Expectations | Administration, Staff | This meeting will afford parents to meet with their child's teacher to discuss school procedures. | August 2015 | Sign-In Sheets, Evaluation |
| 4 | Open House/ Parent Involvement, Fundraisers, Funding | Administration, PTSA Board Members | Parents Involvement will help to create positive impact on student achievement. | October  2015 | Sign-In Sheets , Evaluation |
| 5 | Bring Your Parent To School Day/ | Title I School Coordinator. | These events allow parents to attend a half-day session of classes with child to understand to experience a routine school day. | October 2015 | Feedback Evaluation Form |
| 6 | Literacy Night/Strategies for teaching Reading | Reading Coach, Reading Department. | Literacy night will introduce parents to the curriculum and provide them with additional tools to work with child at home. | November 2015 | Feedback Evaluation Form |
| 7 | Teach-In | CRT/PIE Coordinator | Introduces students to different careers in our community. | November 2015 | Sign - In Sheet |
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| 9 | Steam/ Science, Tech, Eng., Art, Math | Sci.,Tech,  Eng., Art, Math Department. | Coaches will introduce parents to the curriculum and provide them with additional tools to work with child at home. | March  2016 | Feedback Evaluation Form |
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**Staff Training**  
  
Describe the training the school will provide to educate its teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e) (3)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Common Board Configuration | Administration | The Common Board Assessment training creates a standard across the curriculum of what students should expect in every class through the day. | August 2015 | Sign- In-Sheets |
| 2 | Common Assessment | Science Coach | Common Assessment training is use to help teachers develop a meaningful understanding of common assessments that are both formative and summative in nature. Our goal is to use common assessments to gauge student conceptions and drive instruction. | Ongoing | Sign -In- Sheets |
| 3 | Ruby Payne | Administration | This training afforded the staff with skills to work with students that are on are below poverty level. | Ongoing | Sign-In-Sheets |
| 4 | Lesson Study | Reading Coach | Equipping our students with technological tools for the 21 Century. | Ongoing | Sign-In -Sheets |
| 5 | PLC Meeting/ | Administration | The training will help create a positive impact on student achievement, | Ongoing | Sign-In -Sheets |
| 6 | Literacy League | Reading Coach | Increase Literacy across the curriculum. | Ongoing | Sign-In-Sheets |
| 7 | Parent/Teacher Connection | Curriculum Resource Teacher | The Parent Teacher Connection will serve as a catalyst to educate our teachers, principals and other staff members how to reach out and work with parents as an equal partners. | Ongoing | Sign - In Sheet/Evaluation Sheets |

**Other Activities**  
  
Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

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| **Response:** The School will notify parents of the existence, location and possible uses of the Florida PIRCs. A flyer with information will be sent home; also this information will be posted on the school website. The school will offer extended Media Center hours beginning in October 2014. |

**Communication**  
  
Describe how the school will provide parents of participating children the following [Section 1118(c) (4)]: 1118(c) (4) (A)];

* Timely information about the Title I programs [Section 1118(c)(4)(A)];
* Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
* If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children[Section 1118(c)(4)(C)]; and
* If the school wide program plan under Section 1114 (b) (2) is not satisfactory to the parents of participating children, the school will also submit the parents’ comments on the plan that will be available to the local education agency [Section 1118(c) (5)].

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| **Response:** Administration advertise in a variety of methods, including flyers, school website, school newsletter, marquee, and Connect Orange. Progress Reports, Fair Test results and Report cards will be sent home via students throughout the year. In addition to sending items home in multiple languages, additional information is placed in the front office to inform and remind parents of the curriculum, assessment and expectations at the following events:  Meet and Greet your Teacher  Annual Title I Meeting  PTSA/Open House  Student Agenda  Math and Science Night  SAC Meeting  Write/Night  Additional Meeting Per Parent Request |

**Accessibility**  
  
Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

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| **Response:** Communications are sent home in both English and Spanish version. Staff members volunteer to translate and provide additional assistance to parents who have limited speaking capabilities. Events are always conducted on the first floor. The school is equipped with a working elevator, if needed. |

**Discretionary Activities**  
  
Discretionary School Level Parental Involvement Policy Components check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

https://app1.fldoe.org/bsa/ParentInvolementPlan/images/checkTrans.gifNot Applicable

**Upload Parent-School Compact**  
  
Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

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**Building Capacity Summary**  
  
Provide a summary of activities provided which were designed to build the capacity of parents to help their children [Section 1118 (e) (1-2)]. Include participation data on the Title I annual meeting.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Correlation to Student Achievement** |
| 1 | NA | 0 | 0 | 0 |

**Staff Training Summary**  
  
Provide a summary of the professional development activities provided by the school to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e) (3)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Correlation to Student Achievement** |
| 1 | NA | 0 | 0 | 0 |

**Upload Evidence of Parent Involvement in Development of Parent-School Compact**  
  
Note: 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 parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

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**Barriers**  
  
Describe the identified barriers which hindered participation by parents in parental involvement activities and the steps the school will take to overcome the identified barriers (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) [Section 1118(a)(E)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | NA | NA |

**Best Practices (Optional)**   
  
describe the parental involvement activity/strategy the school considers the most effective. This information may be shared with other LEAs and schools as a best practice.

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| **count** | **Content/Purpose** | **Description of the Activity** |

**Upload Evidence of Input from Parents**  
  
Upload evidence of parent input in the development of the plan.

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