## IMMOKALEE MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Abel Jaimes , 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 schoolwide 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)];
* 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:** Our mission at Immokalee Middle School is to ensure that every student achieves and develops to their potential by providing them a nurturing and safe environment where academic and personal excellence can be achieved. |

**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:** Review the PI policy with SAC. Use the media, internet, and community organizations to communicate key meetings that will address how PI funds will be used. Analyze results of parent climate survey with parents. Certification of PI documentation collected and signed by Principal and SAC Chair. |

**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 | Title III  | Joint parent trainings on “Benefits and Tips (Homework: Issues and Solutions)” with CCPS PI Resource Teacher. Joint staff development on the importance of parent involvement and specific train the trainer sessions on “Understanding the Florida Standards". |
| 2 | Title IV Part A | Collaboration with the Drug Free Collier Org. in implementing “Guiding Good Choices” drug prevention training series and with the Children’s Hospital of Southwest Florida and the Children’s Advocacy Center to provide Nurturing Parenting workshop series at community centers and Title I school sites.  |
| 3 | Title I Part C | FSG Resource Teacher for Parent Involvement collaborates with Coordinator of Migrant Education Program and Migrant resource teachers at schools to provide guidance on effective, research based parent involvement activities and in recruiting parents to participate in activities.  |
| 4 | ESE | Joint parent training on "Helping your special ed child excel in school (strategies and helpful hints on how best to help the children succeed academically)" with CCPS special ed department.  |
| 5 | Parent Institue | Corrdination with FSCG staff to provide parents with the necessary tools and resources to help their children succeed in the classroom and beyond.  |

**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 (schoolwide 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 | Provide letters in 3 languages informing parents of teacher qualification and out of field teachers | Principal | All year | Copy of letters with dates in three languages that were sent home via backpack. |
| 2 | Share Title 1 flyer via Twitter and Fascebook | AP | September | Copy of the flyer |
| 3 | Discuss Title 1 status of school, use of funding, parent workshop during our Title 1 Annual Meeting. | Principal | September 2016 | Parent survey, agenda, sign in sheet |
| 4 | Collection of sign in sheet and parent survey | Principal/AP | September 2016 | Sign in sheet and 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:** District survey data will be used to develop a workshop calendar specific to IMS parent needs, which will take into account the best time to hold the meetings, topics for the workshops, transportation, and childcare needs. Our goal is to increase number of parents attending parent workshops by 2% by the end of the 2016-2017 school year. We will use school website, Twitter, Facebook, community organization and media in three languages to invite parents. Child care and refreshments will be provided.  |

**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 school 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**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Assisting Your Child with Homework | District Title 1 Staff and IMS Leadership Team | Assisting parents in helping their students with homework issues and solutions.  | Spring Semester | Parent evaluations and participation logs |
| 2 | Career Counseling and College Options for Middle and High School Students | District Title 1 Staff and IMS Leadership Team | Helping parents and students to prepare for post-secondary education.  | Spring Semester | Parent evaluations and participation logs |
| 3 | Challenging Gifted Minds | District Title 1 Staff, Reading, Math, and Science Coaches | Helping parents better understand how to support their gifted student. | Spring Semester | Parent evaluations and participation logs |
| 4 | Empowering Parents: How to Talk to Kids so They Will Listen | District Title 1 Staff and IMS Leadership Team | Helping parents establish home behavior management.  | Spring Semester | Parent evaluations and participation logs |
| 5 | Increasing Parent-Child Communication and Establishing House Rules | District Title 1 Staff and IMS Leadership Team | Helping parents establish home behavior management.  | Fall semester | Parent evaluations and participation logs |
| 6 | Cyber-Mania, Friend or Foe (Overview of the virtual world and now best to be involved in students' cyber use). | District Title 1 Staff and IMS Leadership Team | With better understanding as to how parents can manage their child's cyber use it will lead to optimal use of their devices for academic purposes. | Fall semester | Parent evaluations and participation logs |
| 7 | Bullying: Intervention and Prevention (Insight into the world of bullying and strategies on how to intervene in and prevent the problem). | District Title 1 Staff and Assistant Principal for Attendance and Discipline | To increase awareness and ensure that students have a safe and nurturing school environment optimal for learning. | Fall semester | Parent evaluations and participation logs |
| 8 | Building Self-Esteem and Asking for Help | District Title 1 Staff and IMS Leadership Team | Assisting parents in working with their student to build self-esteem and how to ask for help.  | Fall Semester | Parent evaluations and participation logs |
| 9 | Goal Setting | District Title 1 Staff and IMS Leadership Team | Helping students and parents set both academic and life goals with students.  | Spring Semester | Parent evaluations and participation logs |
| 10 | Preparing for a Successful Parent/Teacher Conference | District Title 1 Staff and IMS Leadership Team | Assisting parents in how to prepare for successful parent/teacher conferences.  | Spring Semester | Parent evaluations and participation logs |
| 11 | Parent Workshop | Title 1 Migrant Staff | Helping parents understand the services that are provided through the Migrant Program. | Fall Semester | Increase use of services by migrant students. |
| 12 | Parent Workshop-Cambridge | APC, AP, Teachers | Helping parents understand the Cambridge curriculum and understanding what they can expect from the program. | Fall Semester | Parent evaluations and participation logs  |

**Staff Training**

Describe the professional development activities the school will provide to educate the 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**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Involvement Professional Development | AP | Staff will be better equipped to meet the needs of parents.  | Fall Semester | Staff evaluations and participation logs. |
| 2 | Kagan-Win Win Discipline | AP, Resource Teacher for PI, and Guidance Counselor | Staff will be better equipped to meet the needs of students and parents.  | Fall Semester | Staff evaluations and participation logs. |
| 3 | Migrant Teacher Workshop | District Title 1 Staff, IMS Leadership Team | Staff will be better equipped to meet the needs of migrant students and migrant parents.  | Fall Semester | Staff evaluations and participation logs. |

**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:** Provision of child care support during parent trainings will remove one barrier to parent involvement. A Migrant Center staffed with three resource teachers and two tutors, plus a Title 1 Parent Involvement Assistant will be available to provide parent workshops, teacher staff development on parent involvement and activities. They will also assist in training parents on a variety of workshop topics; understanding the Florida Standards, parent/teacher conferences, bullying, school rules and routines, and literacy.  |

**Communication**

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

* 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 schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

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| **Response:** IMS will send home to parents information and access to the school's and district's parental involvement policies and plans, including how parent involvement funds will be used. In addition, parents will have access to this information via a parent involvement brochure that they receive, through the school website and through communication during parent meetings and School Advisory Council meetings. Parent input was sought in the development of this policy, the school PI plan and the use of parent involvement funds. A monthly newsletter is also sent home that highlights key PI information such as upcoming workshops and meeting involving the PI plan and policy.Curriculum coordinators in each of the subject areas have worked with teams of teachers to develop and instructional calendar for all teachers to follow for the core instruction. Building level teams designed a school-wide instructional focus calendar based on specific school-wide student performance data to guide instruction. Teachers create mini lessons and cumulative curriculum based measures to address specific student needs based on student data (school-wide, grade-level, or classroom). The Principal and leadership team monitor the implementation of the instructional focus calendars through classroom walk-throughs and attendance at professional learning communities meetings where data analysis occurs weekly and plans for instruction are outlined. |

**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:** To ensure that all parents have equal opportunity to participate in parent involvement activities/meetings, IMS provides bilingual staff proficient in Spanish and Creole and all materials will be translated in advance. In addition, translating equipment (Talk and Listen system) is available for all events. Flyers and announcements regarding parent involvement activities are translated and distributed to all parents. District Supervisor of Translation also provides assistance in ensuring documents and reports meet needs of parents with limited English proficiency. Parent with disabilities are welcome to attend all activities and/or services and accommodations are made to allow them access. Event flyers include this information so that parents who need translation or accommodations know ahead of time.  |

**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:

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| **count** | **Activity**  | **Description of Implementation Strategy** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and | Administer, collect, analyze, and use the result of workshop evaluations to improve parent training and activities.  | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Ongoing |
| 2 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Training Parents on a variety of workshop topics; understanding the report card, conferences, Florida Assessments, GGC, Nurturing parenting workshops, rules and routines, Literacy and the school family | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Ongoing |
| 3 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Provide parents access to parent guides, daily newsletters, tips and ideas for parents, a video library on effective parent involvement activities and discipline strategies, and an Ask the Experts area where parents can get their questions answered.  | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Ongoing |
| 4 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | A parent survey will be conducted in August to invite parents to provide input in the development of the PI workshop calendar. The survey will seek input with regards to the best time to hold the meetings, topics for the workshops, transportation, and childcare needs.  | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Ongoing |
| 5 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | IMS will send home to parents information and access to the school’s and district’s parental involvement policies and plans, including how parent involvement funds will be used. In addition, parents will have access to this information via a parent involvement brochure that they receive, through the school web site and through communication during parent meetings and School Advisory Council meetings. | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Ongoing |
| 6 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Provide access to parent guides, daily newsletters, tips and ideas for parents, a video library on effective parent involvement activities and discipline strategies, and an Ask the Experts area where they can get their questions answered.  | Principal, Resource Teacher, Content Area Coaches, AP | Builds capacity of parents to help child succeed academically  | Fall semester |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cburtoneu%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVD3JNQKL%5CfileUploads%5C110361_2016-2017_uploadEvidenceParentInput.docx) |

**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)].

Upload an electronic version of the Parent-School Compact.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cburtoneu%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVD3JNQKL%5CfileUploads%5C110361_2016-2017_uploadCompact.doc) |

**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)].

Upload evidence of parent input in the development of the compact.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cburtoneu%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVD3JNQKL%5CfileUploads%5C110361_2016-2017_uploadCompactEvidence.docx) |

## Evaluation of the previous year's Parental Involvement Plan

**Building Capacity Summary**

Provide a summary of activities provided during the previous school year that 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** | **Anticipated Impact on Student Achievement** |
| 1 | Open House | 1 | 3264 | Increased student achievement as a result of increase school/parent communication. |
| 2 | Student Led Conferences | 1 | 626 | Increased student achievement as a result of increase teacher/student/parent communication. |
| 3 | Annual Title 1 Meeting | 1 | 30 | Increased student achievement as a result of increase school/parent communication. |
| 4 | Migrant Parent Workshop | 1 | 5 | Increased student achievement as a result of increase school/parent communication. |

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year 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** | **Anticipated Impact on Student Achievement** |
| 1 | CHAMPS | 1 | 22 | Partnering with parents to ensure that every child is achieving their goals is key to student achievement. |
| 2 | Migrant Teacher Workshop | 1 | 15 | Increased student achievement as a result of increase school/parent communication. |

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the 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 | Child Care | Provide supervision for children.  |
| 2 | Language | Provide translation for parents in three languages.  |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Increasing Parent Participation | Student Led Conferences. |