

CARVER MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Mollie Cunningham , 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)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: N/A

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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: Carver Middle School will involve the School Advisory Council (SAC), which is made up of parents, educators, and community leaders that represent the demographics of the school population. Members are nominated and/or volunteer. Teachers vote on teachers, staff vote on staff, parents vote on parents, and SAC meets monthly on the same day as Parent Teacher Organization (PTO). The PIP, Title I Plan and the Compact are shared at the SAC meetings and the council members provide input on adding or removing items on these documents to meet the needs of the school population. Both the agenda and minutes of all SAC meetings will demonstrate the decision making process that will take place throughout the 2016-2017 school year as it relates to Title I funds and program offerings.

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)].

count	Program	Coordination
1	IDEA	Carver collaborates with the District's ESE department to ensure that parents of students with disabilities have the opportunity to participate in parent involvement programs and activities.
2	Title X	Carver collaborates with the District's Homeless Liaison in the student services department to ensure parents of homeless students have the opportunity to participate in parent involvement programs and activities.
3	Title II	Carver receives support from the District's Curriculum Dept. with Title II funds to help provide appropriate training for teachers. Trainings are provided for parents to learn how to help their child at home; Carver Expo, Academic Nights (Writing, Math and Science, Literacy, ESE, STEM).
4	Title III	Carver collaborates with the Title III Program Specialist to ensure parents of ELL students have the opportunity to participate in parent involvement programs and activities.

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)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Capacity Building Team Meeting	Administration	September	Sign in sheets
2	Flyer sent home	Family School Liaison	September	Copy of flyer that was sent home.
3	Presentation materials developed	Family School Liaison and Administration	September	Copy of presentation material
4	Prepare and Print Sign-in Sheets	Administration	September	Sign in sheets
5	Meeting held on campus	Administration	September	Sign in sheets

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)].

Response: Carver Middle Administration and Capacity Builder Team will meet bi-annually with the SAC for input into the development, implementation, and evaluation of the current School Improvement Plan, Title I Plan, and Parent Involvement Plan. Meeting times will be flexible to meet parent needs and schedules. Meetings are offered in the evenings and daytime. In the Spring, the SAC will review the current Title I Plan and Parent Involvement Plan and offer revisions for the following school year. The revised plans will be presented to the SAC for approval in May. All programs for academic assistance are offered in the evenings and daytime for the convenience of all parents. A day meeting is offered in the summer for incoming students.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Open House	Administration, Educators, and Family School Liaison	Parents can discuss curriculum with teachers and receive pertinent information to increase student achievement	September 2016	Parent participation and questions. Sign-In Sheets will be documented. Agendas, handouts and presentation materials will be documented.
2	Math and Science night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Fall 2016	Parent and student participation. Agendas, handouts and presentation materials will be documented.
3	Writing night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Winter 2017	Parent and student participation. Agendas, handouts and presentation materials will be documented.
4	Literacy night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies	Winter 2017	Parent and student participation. Agendas, handouts and

			parents can use at home, and assessment methods. This information should increase students' achievement.		presentation materials will be documented.
5	Florida Standards Parent Night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Spring 2017	Parent and student participation. Agendas, handouts and presentation materials will be documented.
6	Title I Annual Meeting Evening	Administration and FSL	Parents will learn of the curriculum, assessments, the school's participation under Title I Part A, and their rights to be involved so that they can help their child to be academically successful	September 2016	Parent and student participation. Agendas, handouts and presentation materials will be documented.
7	Title I Annual Meeting Day	Administration and FSL	Parents will learn of the curriculum, assessments, the school's participation under Title I Part A, and their rights to be involved so that they can help their child to be academically successful	October 2016	Parent and student participation. Agendas, handouts and presentation materials will be documented.
8	STEM Night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Winter 2017	Parent and student participation. Agendas, handouts and presentation materials will be documented.
9	Parent Assistance Night	Administration and Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Fall 2016	Parent and student participation. Agendas, handouts and presentation materials will be documented.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Presentation on the importance of parent involvement	Administration and Family Home Liaison	Parent involvement increases student achievement	November 2016	Student achievement scores
2	SAC meetings including increasing parent involvement.	Administration and SAC Chairman	Student achievement will increase as a result of parent training.	Ongoing	Student data obtained from testing.

3	PTO meetings including input on increasing parent involvement.	Administration and PTO Officers	Student achievement will increase as a result of parent training.	Monthly	Student data obtained from testing.
4	AVID including input on increasing parent involvement.	Administration and AVID Coordinator	Student achievement will increase as a result of parent training.	Ongoing	Student data obtained from testing.

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)].

Response: Title I funds a Family School Liaison (FSL) to manage and operate a Parent Resource Center on the campus of Carver Middle School. In the resource center, parents have access to computers to follow academic programs and services and other resources to help their child succeed academically. In addition the Parent Resource Center, has College and Career Resources. Families in need of clothing, food, and other items are supported through the Parent Resource Center. The Family School Liaison encourages parents to attend SAC, PTO, and extra-curricular activities. Parents are informed of up-coming parent events through flyers and the telephone call out system.

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)].

Response: Carver will notify parents about all academic programs and Title I events and policies in a timely manner through the following entities:

- school messenger- phone call out
- school's website
- school Marquee
- notices of events sent home with students
- mail communication
- text alerts
- monthly electronic news letters

Copies of the school improvement plan, the Title I plan, and the Parent Involvement Plan will be available in the front office, the Parent Resource Center and school website. The

plans and/or summaries will be available in English and Spanish.

An annual survey will be sent to parents to determine their satisfaction with the school-wide program. Parents will receive handouts identifying the curriculum, academic assessments used to measure student progress, contact information for their child's teacher, instructions in the Skyward Parent Portal, where parents can access student homework, grades, and test scores as well as the ability to ask teachers questions on their student's performance in class.

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)].

Response: Parents will be notified in the following ways:

- SAC
- PTO
- School Website
- School Marquee
- School Messenger-phone call out
- Text Alerts
- Flyers sent home with students (notices will be sent home in English and Spanish). Parents with disabilities may contact the Family Liaison to make arrangements for transportation to school meetings.

Translators will be provided as needed.

Hard copies of the PIP and Title I Plan are available for parents who cannot attend meetings. These will be located in the front office and the Parent Resource Center.

Parents of migrant student are offered flexible meeting times and the opportunity to attend meetings in daytime hours.

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:

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	School Advisory Council and PTO meetings.	Principal	Parent Involvement increases student achievement.	Monthly meetings
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	Literacy Night	Family Home Liaison and Literacy Coach	Student achievement will increase due to increased parent literacy knowledge	February 2017
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Title I Parent meeting, SAC, PTO, and specific academic area meetings.	Administrators, Instructional Coaches, and Family Home Liaison	Supports increased student achievement.	Quarterly parent meetings
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)];	Annual Title I meeting, home visitations, and parent conferences	Administration, Guidance Counselors, Teachers, Social Worker, and Family Home Liaison	Student achievement will increase due to increased parent knowledge	Ongoing
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	School-Based Academic Nights and Parent Resource Center	Administration, Instructional Coaches, teachers and FHL will work together to coordinate monthly ac	Increased student achievement on FCAT	5 meetings per academic year.
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Parent Resource Center	Family Home Liaison	Increased student achievement and growth	Ongoing

Upload Evidence of Input from Parents

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

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.

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.

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Open House	1	280	Parents can discuss curriculum with teachers and receive pertinent information to increase student achievement.
2	Title I Annual Meeting	1	280	Parents will learn of the curriculum, assessments, the school's participation under Title I Part A, and their rights to be involved so that they can help their child to be academically successful.
3	ReadiStep College Board	1	7	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This process will help to ensure that students are career and college ready.
4	AVID Parent Night	1	55	Parents can discuss curriculum with teachers and receive pertinent information to increase student achievement. This activity is designed to encourage more participation in advanced classes in Middle School, in preparation for High School.
5	Transition to Middle School Family Night	1	95	Parents will learn of the curriculum, assessments, the school's participation under Title I Part A, and their rights to be involved so that they can help their child to be successful. This event will have emphasis with transition from Elementary School to Middle School.
6	iPad Workshops	9	20	Information provided will enable parents to utilize technology to increase student's ability to access curriculum. Also, parents learn how to help the student utilize the device to practice Math exercises and Vocabulary words.
7	Title I Tutoring Parent Night	1	13	Parents will learn of the curriculum, about the Title I Tutoring Program, how it will benefit student academically, and how to sign up.
8	Parent Assistance Night	1	21	Parents will learn about federal and state programs and eligibilities for students with disabilities, services and accommodations for students, how to assist students at home, and Title I Services and resources.
9	Math and Science Culinary Night	1	8	Parents will learn of the Math and Science curriculums through Culinary Arts models.
10	STEM Night	1	14	Parents will learn of the Science, Technology, Engineering, and Math curriculums by participating in team building exercises along side students.
11	Math, Write Now!	2	16	Parents and students will commit to a 3 part training which will build parents abilities to help students in writing in the math subject.
12	FSA Blitz Parent Workshop	2	163	Parents will attend a workshop to discuss what to expect during testing season, how to help student prepare for testing, and other topics.

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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Presentation on the Importance of Parent Involvement	2	50	Parent Involvement Increases student achievement.

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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
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Best Practices (Optional)

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

count	Content/Purpose	Description of the Activity
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