



# Eustis Middle School

2018 – 2019 Family Engagement Plan

*"Every Student Matters. Every Moment Counts"*

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## EUSTIS MIDDLE SCHOOL Family Engagement Plan

I, Abigail Crosby, 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)];
- 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)].

*Abigail J Crosby*  
\_\_\_\_\_  
Signature of Principal or Designee

*8/20/18*  
\_\_\_\_\_  
Date Signed

## Mission Statement

### EMS Family Engagement Mission Statement

*Eustis Middle School, in combination with our families, community, faculty and staff will provide a collaboration of support to ensure that we will provide every opportunity to ensure that we all are fostering a safe, positive and engaging learning environment for our students, which promotes the value of an education.*

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## 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:

Eustis Middle School involves families and parents in all aspects of its Title I programs. We seek parent input through our School Advisory Council, which is comprised of over 50% parents. The parents on this committee, nominated by their peers, comprise a group who are representative of our school demographics. These parents have the responsibility of helping to develop, implement, and evaluate the various programs placed in our school that are written into our School Improvement Plan and our Family Engagement Plan. The parents continuously receive updates on our school data throughout the school year to help them provide input into our school-based decisions, and will also be involved in reviewing data that is gathered at the end of the year with regards to the District Climate Survey.

Parents will be given the opportunity to attend our Title I Breakfast and our Title I Parent Nights to receive updates on school data, and our school's Title I Budget. At these events, parents learn about the Title I Budget, and how it is spent, our School Compact, and our events held during the year. Parents have an opportunity to provide input at this time into our plan as well.

The Academic Nights Out keep families informed of our Title 1 Plan and input is gathered from the families of any ideas that would help improve our plan. Our ESOL Para Pro is in constant communication with our non-English speaking parents and informs them of school activities, as well as, ensuring that their input is also collected.

Our Family/School Liaison will operate our school's Family Engagement Center and solicit input from parents regarding resources that will serve them more effectively. School activities and functions are posted on our Family Engagement Bulletin Board, the school Marquee, the school website, and provided in weekly callouts. The Family Engagement Plan is visible to all parents in the main office and the School website.

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## 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	Title I	Title I funds and programs enhance Eustis Middle School through family engagement programs and professional development. Teachers will be provided with Prescription Pads that specify resources that parents can check out from our Family Resource Center to provide student support and instruction from home.
2	Individuals with Disabilities Education Act (IDEA)	Any supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
3	Migrant/Homeless	To provide assistance for the families of the Migrant/Homeless students, the school Migrant/Homeless coordinator will work to provide needed and available resources.
4	Title III	Supports activities to assist students to be proficient in English. Supports teacher in ELL strategies, parent involvement, and education.
5	PTO	PTO Meetings will be held monthly and advertised on the school's website and social media pages.

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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)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts, and presentation materials that address the required components for the Title I Meeting	Title I Coordinator, Family School Liaison (FSL)	August	Copies of agendas, PowerPoint presentation, and handouts
2	Develop and disseminate invitations	FSL	August	Flyer with date of dissemination sent home with students
3	Advertise/publicize event	FSL	August	Posting on school Web site, Notices sent with students, school Marquee, Newsletter, Peachjar, School Messenger, School Email
4	Develop Sign-In Sheets	FSL	September	Sign-In Sheets
5	Maintain Documentation	Administration, FSL	September	Title I documentation box housed in principal's office.

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## 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:**

Mustang Round Up will begin our first opportunity to meet with families in the morning in August 2018. Teachers will be able to introduce themselves and briefly discuss class needs.

The first Title I Family Night in September will be an informational night where Administration and the Family School Liaison will present the budget, the School Compact, and the Resource Center.

Open House, held the same night, gives an opportunity for teachers to discuss the School Compact, curriculum and expectations. Parents who cannot attend at the designated time may be scheduled at an alternate time: morning, evening, or a home visit.

Parents with any questions regarding the school or Title I can meet with the Principal, Assistant Principal or the FSL at a time scheduled before, during and after school.

The Family/School Liaison works flexible hours in the Family Engagement Center to offer options for parents.

Transportation, childcare, food, and a translator will be provided through Title 1 funds.

Home visits can be made to accommodate parents with disabilities or special needs about school related meetings and training sessions.

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## 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	Literacy, Technology, and Building Academic Skills, and I-Pad trainings for parents, typically 1:1, are held to accommodate parent schedules.	FSL	Parents will become better informed and be able to assist their children in achieving their academic goals.	On-Going	Increased Parent Involvement; Sign-In Sheets, Agendas
2	Academic Nights	Coaches/ FSL	Parents will receive information on FSA/FCAT 2.0/EOC content and state expectations of their children resulting in more parent support for their students' work.	3/year	Increase Student Achievement; Sign-In Sheets, Agendas
3	Sixth Grade Orientation	Administration	Increase student achievement in all areas due to the participation in all stakeholders.	July 2018	Increase Parent Involvement; Agendas and Presentation
4	Parent Conferences	Administration, Faculty and Staff	Parents can discuss their child's progress with teachers in a one-on-one meeting and go over the Parent/School Compact resulting in parents begin more informed, aware, and supportive of their students' education.	On-Going	Parent Conference Forms
5	Scholastic Book Fair	Media Specialist	Strategies parents can use at home.	Annually	Increase of students participating in the read at home program. Reading logs
6	Title 1 Annual Parent Meeting	Administration	Parents will become better informed and be able to assist their children in achieving their academic goals.	September	Agenda, Sign-In Sheets, Handouts
7	Open House	FSL and Faculty	Parents will tour classrooms and learn about what is happening in their child's classroom.	September	Sign in sheets
8	AVID Night (Advanced Placement Via Individual Determination)	AVID Site Team/FSL	Educate parents on what AVID is and how it can benefit their child academically.	Fall 2018	Agenda, Sign-In Sheets, Handouts

## 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	Faculty and staff training about the importance of parental involvement and writing the Academic Prescriptions.	FSL/Assistant Principal	By providing resources to support the academic growth of our students	August 2018, and ongoing as needed	Agenda, Sign-In Sheets, Prescriptions written and filled counts
2	Monthly FSL Meetings	FSL	Continuing education for the FSL regarding ways to keep parents involved to increase student achievement.	Monthly	Agendas and handouts
3	Genius Bar: How to Effectively Communicate with Parents	Assistant Principal	Teach the teachers how to open and maintain effective communication with parents to provide a unified support to help students be successful in school.	Fall 2018	Agenda, Sign-in Sheets

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## 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:

The Family Engagement Center is located in the back of campus in a classroom at the Family/School Liaison's office. The hours are very flexible and the center is open to all of our parents. Parent visitation sign-in sheets will assist in tracking parent utilization of this resource. Materials are available for check out and instructions in the use of the materials are provided. This school utilizes a district call out system, School Messenger, to inform parents of activities. The school will post announcements on the school website, school Marquee, the lobby, and various social media outlets.

Various Family Academic Nights are held throughout the school year with a goal of bringing students, parents, and teachers together to create projects.

The Volunteer Mentoring Program focuses on addressing the individual academic and social needs of students, while providing support for the classroom in both Reading and Mathematics.

Take home technology will be offered through the Family Engagement Center to the parents of students who are at risk of academic failure. The FSL will retain Sign-In Sheets, Handouts, Agendas, and Prescription Pad Materials as evidence.

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

### Response:

At the Annual Title 1 meeting of parents, Eustis Middle School will present information about the Title 1 programs, curriculum, and assessment. Parents will learn about the school-wide programs, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Invitations will be sent home with students, and communicated through School Messenger, marquee, email and community bulletin boards. A copy of the Flyer, Agenda and Sign-In Sheets will be retained and scanned, and then documented in the Title I electronic filing system.

All School Advisory Council meetings are open to visits by parents. These meetings are held every month and are advertised in the weekly newsletters.

Parents will be notified as to the dates and times of our parent and family events in a timely manner through a variety of mediums such as Peachjar, flyers, website, School Messenger calls, parent-teacher conferences, office communication board, and home visits. Should parents request, options can be available through weekly emails from the FSL and placed in the mail for students who do not take the communication home to their parents.

Communication with our ELL families will be supported by utilizing our translators during school hours and at conferences, events, and workshops. The Family Engagement Center also has laptops and I-Pads with Rosetta Stone for parents to check out. Information of local area classes offering assistance with language proficiency will be provided to parents as well.

Some events and workshops will be offered on varying days and at different times. Upon request, the Family Engagement Center will be open flexible hours to accommodate parents' personal schedules.

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## 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:** All invitations are sent out in English and/or Spanish as deemed necessary. Database will assist in the indicated language that a parent needs for understanding. Our ELL para pro has on-going contact with our ELL parents, and keeps all of them informed. All parents with disabilities and migratory children are given full opportunities for participation in all parent involvement activities.

The parents of Eustis Middle School have input regardless of any accommodations needed. A translator will be provided to Migrant families when needed, as well as, written communication provided in the native language.

Parents are provided with many opportunities to participate in their child's education throughout the school year. Along with our various workshops aimed at increasing student achievement through parental involvement, our parents are also offered language assistance. For parents of our ELL students, our resource center has I-Pads and laptops with Rosetta Stone available for checkout. Translators for Spanish speaking parents are available for parent/teacher conferences.

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## 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	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)];	Meeting times are varied to provide opportunities for parents to be involved in their child's education.	Teachers, and FSL	Parent Involvement assists in making a connection between school and home providing students with a unified support system to help them increase student achievement.	August-May

## **Upload Evidence of Input from Parents**

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

[Uploaded Document](#)

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## **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.

[Uploaded Document](#)

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## **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.

[Uploaded Document](#)

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## **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.

*Not applicable this initial school year.*

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### **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)].

*Not applicable this initial school year.*

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### **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)].

<b>Count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	English Language Proficiency of Parents	The Family Engagement Center has laptops and I-Pads with Rosetta Stone for parents to check out. Information of local area classes offering assistance with language proficiency will be provided to parents.
2	Parents unable to attend scheduled meetings	Events will be offered on varying days and at different times.
3	Meeting Times	Flexible times will be offered for morning, afternoon, and evening meetings.
4	Communication with ELL families	Translators will be provided during school hours and at events and workshops.
5	Communication does not always get home to parents	Important communications can be mailed upon request. School messenger and Peachjar will be used in both English and Spanish to help inform families of upcoming events. School Messenger and social media outlets will also be utilized.

# Eustis Middle School

August 22<sup>nd</sup>, 2018

**EMS Mission:** To foster a safe, positive and engaging learning environment for our students, which promotes the value of an education.

**EMS Vision:** Eustis Middle School is the home of a faculty, staff and student body who believe in each other's willingness to grow and adapt, in order to meet the challenges faced by today's students.

## **SAC Agenda:**

- |                                     |        |
|-------------------------------------|--------|
| 1. Introductions/Welcome            | All    |
| 2. 2018-19 SAC Training             | Crosby |
| 3. 2018-19 Elections                | Crosby |
| 4. 2018-19 SAI                      | Crosby |
| 5. 2018-19 SIP                      | Jordan |
| 6. 2018-19 Title I                  | Jordan |
| • Budget and Plan                   |        |
| • Parent and Family Engagement Plan |        |
| 7. Principal's Report               | Crosby |

Next Meeting: Wednesday, September 19<sup>th</sup> 3:30pm

# LAKE COUNTY SCHOOLS

School Advisory Council

Minutes of Meeting

Name of School Eustis Middle School

**DATE:** August 22, 2018

**TIME:** 3:30 PM – 5:18 PM

**\*\*NOTE:** This template is to be used for recording minutes when the PIP, Title I Plan, and Compacts are discussed with parents.

<b>MEETING FACILITATOR</b>	Abigail Crosby, Principal
<b>MINUTES RECORDED BY</b>	Susan Jordan, Assistant Principal
<b>ATTENDEES</b> (attach sign in sheet & indicate SAC members with an M before their names; parents with a P)	<b>Sample:</b> MP – Susan Shook MP-Ben Long MP- Mark Sims MP – Wendy Niles MP – Cheryl Pawlak MP – Erin Williams MP – Amy Ellison M – Abigail Crosby – Principal M – Felishe Littles – Teacher M – Teresa Amos – Data Content Coach M – Ashley Ward – MTSS Coach M – Rhoda Williams – ESE School Specialists Susan Jordan – Assistant Principal, Consultant Herman Durias – Assistant Principal, Consultant
<b>AGENDA ITEMS</b>	
<b>Call to Order</b>	Meeting was called to order by Abigail Crosby at 3:30 PM.
<b>Approval of minutes from last meeting</b>	N/A
<b>Principal's Report</b>	Given by Abigail Crosby
<b>Old Business</b>	N/A
<b>New Business</b>	Election of Chair – Bridget Comeaux was nominated by Mr. Sims, seconded by Mrs. Ellison, all in favor Election of Vice-Chair – Cheryl Pawlok was nominated by self, seconded by Mrs. Niles, all in favor

	<p>Election of Secretary – Susan Jordan was nominated by Mrs. Pawlok, seconded by Mrs. Shook, all in favor</p> <p>SAC Training</p> <p>2018 – 2019 SAI Budget Review and Breakdown, motion to approve by Mrs. Amos, seconded by Mrs. Pawlock, all in favor.</p> <p>2018 – 2019 School Improvement Plan overview and opportunities for contribution – no input was made</p> <p>2018 – 2019 Title I Plan and Budget, School Compact, and the Parent and Family Engagement Plan presentation.</p> <p>SAC Meeting time was changed to 3:45 PM for all upcoming meetings.</p> <p>Motion was made by Mrs. Ellison, seconded by Mrs. Pawlok, all in favor.</p>
<p><b>Title I Plan Discussion</b></p> <p><b>Comments</b></p>	<p>A power point presentation of the Title I Budget and Plan was given to those in attendance. The plan was reviewed. Time was given for questions, comments and suggestions. Discussion comments are recorded below.</p> <ul style="list-style-type: none"> <li>• School Improvement Plan Focus Areas were presented</li> <li>• Instructional positions purchased with Title I dollars align with our three Focus Areas.</li> <li>• MTSS Coach – Ashley Ward supports MTSS Focus Area</li> <li>• Data Content Coach – Teresa Amos support Standards Based Instruction with Authentic Literacy</li> <li>• Potential Specialists – Brian Tatai and Sherrita Alexander support EWS</li> <li>• Literacy Paraprofessional works 30 hours per week with the Intensive Reading classes.</li> <li>• Family School Liaison supports Parent and Family Engagement to help support all three Focus Areas.</li> </ul>
<p><b>Title I Budget Discussion</b></p> <p><b>Comments</b></p>	<p>A power point presentation of the Title I Budget and Plan was given to those in attendance. The plan was reviewed. Time was given for questions, comments and suggestions. The questions, comments and suggestions are recorded below.</p> <ul style="list-style-type: none"> <li>• Mr. Sims asked if we were going to have problems getting the 40 signatures to approve any required changes?</li> <li>• Mrs. Jordan replied that with the parental daily traffic in the front office, we would have more than enough parents to explain the reasoning for the budget transfer requests and gather the signatures within a few days.</li> <li>• Mr. Sims asked who would present the transfer requests to the parents in the lobby?</li> </ul>

	<ul style="list-style-type: none"> <li>• Mrs. Jordan replied that she would initially do the explaining so the front office staff could listen and be trained on how to greet the parents with the requested budget transfer items.</li> </ul>
<b>Title I Parent Involvement Plan Discussion</b>  <b>Comments</b>	<p>A power point presentation of the Parent and Family Engagement Plan was given to those in attendance. The plan was reviewed. Time was given for questions, comments and suggestions.</p> <ul style="list-style-type: none"> <li>• Building relationship is the key to getting parents involved</li> <li>• We are all working to build a partnership between the parents and the school.</li> <li>• ESSA Every Student Succeeds Act Requirements</li> <li>• Discussion about the Parents' Right to Know letters that went home.</li> <li>• Discussion about the Compact that was written by the SAC Committee and voted upon in May. All is fine with the Compact.</li> <li>• Discussion took place regarding the school curriculum, state testing, and school progress monitoring of the students.</li> <li>• Three Quarterly Assessments and a Midyear</li> <li>• Questions were asked about the testing window, and why we have to coordinate the same day of testing as the other middle schools. Mrs. Crosby replied that it is a state requirement that the paper/pencil tests be given all the same dates, and that the middle school administrators all met the previous day to align their testing calendar dates.</li> <li>• Fair Testing, Achieve 3000, iXL for Math and Science, and Wida testing for ELLs were given as progress monitor tools.</li> <li>• Additional information was discussed regarding parent involvement events for the 18-19 school year.</li> <li>• Open House</li> <li>• Parent Conferences</li> <li>• Family Academic Nights</li> <li>• Math</li> <li>• STEM/Science</li> <li>• Literacy</li> <li>• FSA Parent Nights</li> <li>• It was also discussed that food was a great way to encourage parents to attend the meetings, as well as, sporting events.</li> </ul>



<p><b>Title I Parent Involvement Budget Discussion</b></p> <p><b>Comments</b></p>	<p>A power point presentation of the Parent Involvement Budget was included with the Title I Parent and Family Engagement Plan to those in attendance. The plan was reviewed. Time was given for questions, comments and suggestions. In addition, those in attendance were asked to note on the plan any additional questions, comments and suggestions not shared in the open forum. There were no questions, comments, or suggestions.</p> <ul style="list-style-type: none"> <li>• Discussion about what decides how Title I dollars are spent was had.</li> <li>• Every school has a School Advisory Council (SAC) composed of:</li> <li>• Parents, Community Partners, Teachers and Staff, and the Principal</li> <li>• The School Advisory Council determines how to use Title I funds.</li> <li>• Parent input is also collected at Title I Parent Meetings in the beginning and end of the school year. This year's Title I Parent Meeting will be held September 13, 2018, at 5:00 PM in the Media Center.</li> <li>• This year's plan and budget was set in April by the previous SAC Committee based on the needs anticipated at the time. Discussion was had as to what would happen if we needed to change how the current funds are spent. Mrs. Jordan reviewed the procedures for collecting parent input.</li> <li>• Title I Funds this year focus on the following: <ul style="list-style-type: none"> <li>• Parent and Family Engagement Events</li> <li>• Additional school personnel</li> <li>• Classroom Materials and Supplies</li> <li>• Professional Development</li> <li>• Curriculum Writing Teams</li> </ul> </li> <li>• Curriculum Writing Teams were discussed by Mrs. Crosby explaining that we have already begun the process with the new ELA Engage Curriculum.</li> <li>• Mrs. Jordan added that our first writing team took place in the month of July, and we would have more throughout the school year, and the beginning of the summer.</li> </ul>
<p><b>Title I Compact Discussion</b></p> <p><b>Comments</b></p>	<p>Each person in attendance was given the opportunity to discuss the Student/Parent/Teacher compact. Mrs. Jordan (AP) reviewed the compact. Time was given for questions, comments and suggestions.</p> <ul style="list-style-type: none"> <li>• Parents were reminded that this was the compact that was created and voted upon in April, 2018, at the SAC Meeting. No changes were needed.</li> </ul>
<p><b>Other/Open Forum</b></p>	<p>Mrs. Crosby announced that the due dates for the School Improvement Plan and the Parent and Family Engagement Plan were both Friday, August 24, 2018. She said that she would email all the plans out to the</p>

	members, along with the Compact, so all could take a closer look. The district would also provided feedback. Members were told that they could bring any changes, comments, questions, and updates to the next SAC Meeting on September 19, 2018, so any updates would be reflected before the official deadline of October 1, 2018 deadline.
<b>Upcoming Events/ Announcements</b>	PTO Meeting August 28, 2018 at 5:30 PM at Fiesta Grande.
<b>Next Meeting</b>	Next meeting will be held on <u>September 19, 2018</u> at <u>3:45</u> PM in the school's Media Center.
<b>Meeting Adjourned</b>	<u>5:18</u> PM

**Jordan, Susan W**

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**From:** Crosby, Abigail J  
**Sent:** Thursday, August 23, 2018 2:30 PM  
**To:** cirrus515@yahoo.com; phuzz2377@gmail.com; mark@simsgang.com; Wendy Niles; Cheryl; Littles, Felishe M; Amos, Teresa C; Erin Williams; Clark & Amy Ellison; Jordan, Susan W; Durias, Herman L; Ward, Ashley C; Williams, Rhoda E; Bridget Comeaux  
**Subject:** SAC Follow-Up  
**Attachments:** School Advisory Council Training 2018-19.pdf; Title I Compact.pdf; EMS Title I Budget Presentation 18-19.pdf; EMS 2018-2019 Parent and Family Engagement Title I Annual Meeting.pdf

Good Afternoon,\*

Thank you for attending yesterday's SAC meeting! Attached are the documents we went over during the meeting. As a reminder, the next meeting will be Wednesday, September 19<sup>th</sup> at 3:45.

Thank you, again, for all of your assistance and input!

**Abby Crosby**  
**Principal**  
**Eustis Middle School**

**352-357-3366**

Under Florida's "Public Records" law, absent a specific exclusion, written communications to or from Lake School District employees are considered public records. E-mail communication with this correspondent may be subject to public and media disclosure upon request.



**Superintendent:**  
**Diane S. Kornegay, M.Ed.**

**School Board Members:**  
**District 1**  
**Bill Mathias**  
**District 2**  
**Kristi Burns, Ph.D.**  
**District 3**  
**Marc Dodd**  
**District 4**  
**Sandy Gamble**  
**District 5**  
**Stephanie Luke**

201 West Burleigh Boulevard • Tavares • FL 32778-2496  
(352) 253-6500 • Fax: (352) 253-6503 • [www.lake.k12.fl.us](http://www.lake.k12.fl.us)

**LAKE COUNTY SCHOOLS**  
**2018-2019 Annual Parent Notification**  
**Right to Request Teacher Qualifications**

Dear Parent/Guardian:

The Every Student Succeeds Act (ESSA) was signed into law on December 10, 2015, and represents good news for our nation's schools. The previous version of the law, the No Child Left Behind (NCLB) Act, was enacted in 2002.

The law requires that all schools receiving Title I funds must inform parents of their right to ask schools about the qualifications of their child's teachers. Specifically you can request the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which the State qualification or licensing criteria has been waived.
- The baccalaureate degree major of the teacher and any graduate certification degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition, every teacher continues learning through professional development activities and our teachers are evaluated each year to make sure that their teaching skills remain at the highest possible level.

I encourage you to support your child's education and communicate with your child's teacher(s) on a regular basis. If you would like to learn more about ESSA, and the role of parents, please visit the Florida Department of Education Web site at <http://www.fldoe.org/academics/essa.shtml>

By partnering, families and educators can provide your child with the best education possible.

Sincerely,

Elizabeth West  
Director, Federal Programs

# Eustis Middle School

August 22<sup>nd</sup>, 2018

**EMS Mission:** To foster a safe, positive and engaging learning environment for our students, which promotes the value of an education.

**EMS Vision:** Eustis Middle School is the home of a faculty, staff and student body who believe in each other's willingness to grow and adapt, in order to meet the challenges faced by today's students.

## SAC:

Wendy Crosby  
Susan Shook  
Ben Long  
Mark Sims  
Wendy Niles  
Cheryl Paulk  
Felix Little  
Danna C. Amos  
Erin Williams  
Amy Ellison  
Susan Ford  
Ashley Ward  
Rhoda Williams

#EveryStudentMatters #EveryMomentCounts



# 2018-19 Eustis Middle School

## Administrator/Teacher/Parent/Student Compact

This compact was designed by a representative group of parents and school personnel to serve as a tool by which administrators, teachers, parents, and students may develop and build a partnership to help students achieve at the highest level possible in all educationally related activities. It is the hope of the Eustis Middle School family that all who are directly affected by this compact will desire to sign it indicating their support. However, signing of this document is strictly voluntary and is not legally binding.

AS AN ADMINISTRATOR, I  
 SUPPORT THIS COMPACT  
 AND WILL STRIVE TO DO  
 THE FOLLOWING:

AS A TEACHER, I SUPPORT THIS  
 COMPACT AND WILL STRIVE  
 TO ENCOURAGE EACH STUDENT'S  
 LEARNING BY DOING THE  
 FOLLOWING:

AS A PARENT/GUARDIAN, I  
 WILL SUPPORT THIS COMPACT AND  
 WILL ENCOURAGE MY CHILD'S  
 LEARNING BY DOING THE  
 FOLLOWING:

STUDENT PLEDGE:

<ul style="list-style-type: none"> <li>• Provide an environment that allows for positive communication.</li> <li>• Provide quality curricula and instructional practices to meet the state's challenging student performance standards.</li> <li>• Provide opportunities for parents to be involved in their children's education.</li> <li>• Support the partnership between home and school.</li> <li>• Provide an environment that is safe for all students to learn.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide instruction in a supportive and effective learning environment.</li> <li>• Provide parents with regular and accurate assessments of student progress.</li> <li>• Welcome the participation of parents in the classroom and their support in helping their children achieve educational goals.</li> <li>• Hold a parent-teacher conference or open house to discuss this compact.</li> <li>• Have high expectations for himself/herself, students, and other staff.</li> <li>• Provide motivating learning experiences for all students.</li> <li>• Demonstrate care and concern for each student.</li> </ul>	<ul style="list-style-type: none"> <li>• Be involved with my child's school.</li> <li>• Have high expectations for my child.</li> <li>• Encourage good study habits.</li> <li>• Help my child to resolve conflicts in positive ways.</li> <li>• Communicate and work with teachers and school staff by use of the agenda, phone calls, text, etc.</li> <li>• Encourage my child to have a positive Attitude about school and learning.</li> <li>• Support school rules and procedures.               <ul style="list-style-type: none"> <li>○ Make sure that my child is in dress every day</li> <li>○ Make sure that my child is at school and on time every day</li> </ul> </li> </ul>	<div>               I, _____,             </div> <div>               promise to be prepared for school and be ready to learn. I will respect the rights and property of others. I will treat others with kindness. I will do my best to make my school a safe and pleasant place to learn and work so that I may receive the best education possible.             </div>
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SIGNATURE \_\_\_\_\_  
 DATE \_\_\_\_\_

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SIGNATURE \_\_\_\_\_  
 DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_  
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