

School Name: **Clewiston Middle School**

Parent and Family Engagement Plan (PFEP) 2020-21

I, Tina Kelley, 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 1116(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 1116(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 1116(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 shall submit parent comments with such plan when the school submits the plan to the local educational agency [Section 1116(c)(5)];
- 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)].



Principal or Designee

6-23-2020 Signature of
Date Signed

Parent and Family Engagement Statement

Engagement 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 1116(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: Clewiston Middle School, a Title 1 School, will host a back to school orientation for students and parents, both face to face and virtually, prior to school opening for the 20-21 school year. This meeting will focus on the new vision and leadership for the new school year. Parent engagement activities proposed for the new year include:

1. Invitation to serve on our **School Advisory Committee, Title 1 Parent Committee and Migrant Parent Committee** which will meet quarterly for parent and community input and school updates of progress to date. Parents will be involved in decision making about how we use funds with all meetings documented with agendas and minutes.
2. **Weekly electronic communication** will be sent to all parents and guardians using Smore application.
3. **School website and Facebook pages** will be used to keep parents and stakeholders up to date on all school events.
4. **Virtual Parent-Student Conferences** will be held using Google Meets or Zoom with all parents of students who earn a D or F in any subject. These conferences will be documented and used to define a plan for improved student achievement.
5. **Parent/Student Activity Cards** will be used as an incentive to encourage participation in school events and activities.

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 1116(a)(2)(D) and 1116(e)(4)]

count	Program	Coordination
1	District School Advisory Council	A Parent representative from CMS will attend the district Parent Advisory Council with the Principal or Assistant Principal to represent our school. The DSAC reviews Code Of Conduct, Student Progression Plans, Parent Involvement Plans, and other items of concern. This collaboration should result in a trusting relationship between parent groups and school administration.
2	District Title 1 Parent Advisory for Advanced Academics	A parent representative will attend District Title One Parent Advisory Council, to learn and participate in supporting the school's academic program and new initiatives to support acceleration of student achievement.
3	IDEA/Exceptional Student Education (ESE)	A specific Designee will be responsible for providing information sessions and communication to all parents of ESE students during collaborative development of IEPs. ESE teachers will be responsible for MONTHLY communication with all ESE students on their caseload.
4.	Migrant Parent Advisory	The Migrant Parent Advisory will be actively involved in reviewing parent educational activities and strategies, as well as student instructional programs by being invited to serve on the CMS SAC committee.
5	Homeless-Title IX Part C & Title 1 Part A	Student Services coordinates with Title 1 Part A and Title X to provide resources (school supplies, social services referrals) for students identified as homeless under the McKinney-Vento Act to eliminate barriers for a free and appropriate education (FAPE). Title X also funds a homeless advocate for homeless students.
6	VPK	CMS does not host a VPK program. These programs are provided and facilitated through the district each summer at a school location in each community for families of all eligible incoming kindergarten students not previously served in the private sector.

8	Adult Education	Adult Education programs are provided at South Florida State College. Numerous vocational programs, college level courses, and community interest workshops are available.
9	Nutrition Programs	CMS participates in the federal CEP lunch program and the free breakfast for all students program. Snacks are also provided for after school care and after school tutoring programs. Summer food programs are provided at various school sites and community locations.
10	Supplemental Academic Instruction (SAI)	Supplemental Academic Instruction (SAI) funds will be coordinated to provide in school intervention, after school tutoring and summer school for Level 1 readers.
11	Title III	ESOL/ELL teachers and paraprofessionals will participate in all school activities and professional development to support our ESOL students as well as receive additional training and materials as needed.
12	Title II	District support will be provided, as needed, for teachers and administrators professional development and supports all teachers to be highly qualified.
13	Title I Part A	The District will provide funds to all district Title 1 schools, in a school wide project format, to target academic assistance to all students, professional development for teachers administrators, and parent involvement activities. Title 1 A also funds a set aside for the neglected and delinquent students in the district This grant is also the funding source for implementing the requirements of NCLB which have not been waived by the FLDOE's waiver.
14	Title I Part C, Migrant	The District will provide services to migrant students (PreK-12) and their families. The primary goal of the Migrant program is to improve academic performance of migrant students and provide health and guidance to them. The Migrant Early Childhood Program serves 3 & 4 year old children in a full time preschool program, focusing on school readiness activities. Parent involvement and education is an integral part of the Migrant Program.
15	ELL	The ELL Parent Advisory Council is involved in reviewing parent education activities and strategies, as well as student instructional programs and strategies. Title I, Part A, Title I, Part C and Title III staff collaborate to provide quarterly parent education activities. Topics covered include, but are not limited to, acculturation, helping your child in school, English language acquisition, FSA standards, graduation requirements and post-secondary career opportunities.

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), Adequate 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 1116(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	<i>Title One Parent Night/School Advisory Council</i>	<i>Tina Kelley Sandi Perry</i>	<i>September</i>	<i>Parents will be given information about new vision and strategies to improve student achievement at Clewiston Middle School. Parents are given the opportunity to ask questions. Agendas and minutes will be used as evidence.</i>

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 1116(c)(2)].

Response: *We have an open door policy at Clewiston Middle School where parents are welcome and encouraged to come throughout the day to meet with administration. Teachers are able to meet with parents during their planning time, afterschool, or a designated time agreed upon by both parties.*

The Parent/Teacher Conferences times vary in order to accommodate the parents, including an evening session from 5:30 – 7:00.

*Parents may also request to have a conference at any time during the school year with their child's teacher to be updated as needed on the progress of the student. **This year we will encourage virtual conferencing to increase parental engagement and involvement.***

All School Advisory meetings are conducted in the evening so that more parents can be involved. Translators will be available.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental and family involvement, in order to ensure effective involvement of parents and families to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1116(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 1116(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 1116(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Student Planner	Classroom teachers	Students will complete assignments and open communication between parents and teachers.	Ongoing	Completed assignments and documented communication
2	Student Grade Portal	Classroom teachers	Students will begin to take more responsibility for their grades and thus student achievement in a timely manner. Parents will be empowered to monitor their child's progress.	Ongoing	Students' completion of assignments in all classes. Grades will improve and thus academic achievement.
3	Website/Facebook	Samantha Ortiz	Informs parents of events that pertain to their child	Ongoing	Website Counter
4	Weekly Digital News letters to Parents	Tina Kelley Sandi Perry	Parents will be informed with more timely communication	Weekly	Increase in parental involvement.
5	Phone Call Outs	Tina Kelley Aurea Perera	Parents will be reminded to attend upcoming events	Ongoing	Parents attendance & student awareness

6	Parent/Teacher Conferences, Virtually and Face to Face	Tina Kelley and Teachers	Cooperation between the school and home to improve academic achievement. Scheduled conferences will take place after each progress report. Additional conferences will be on an “as needed” basis.	Ongoing	Continued academic achievement. Sign in sheets will be used as evidence of completion
7	Open House	Tina Kelley and Leadership Team.	Teachers and parents will have an opportunity to begin building trusting relationships. Parents will receive valuable instructional information to empower them to help their own child.	August\	Completion of student information and sign in sheets. Feedback surveys from Parents will provide information about effective strategies or not.
8	Parent/Student Activity Cards	Sandi Perry	Parents and students will be given Activity Punchcards to capture all school events attended together. Parents and Students who attend a select number of school events including conferences, performances, sporting events, etc will receive reward/prize.	August-May	Parent/Student engagement should increase as measured by increase in attendance at school events and number of completed punch cards redeemed.

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, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	New Vision and Mission	Tina Kelley Principal	All faculty and staff will begin to build a commitment to the new vision and mission with new	August	Sign in sheets and performance measurement assessments throughout the year.

	Culture and Climate High 5 Expectations for the school year		systems for establishing high expectations for ALL students. All stakeholders will be responsible for helping students make a year's worth of growth.		Classroom observations. Faculty Surveys Increase in parent understanding and involvement.
2	New Math Pacing Guides, Assessments and Lesson Plans	Rosa Pelham Math Coach	Consistent math practices will be implemented schoolwide	July-May	Parents will be provided a clear understanding of expectations for their students to be successful in Mathematics.
3.	New Science Pacing Guides, Assessments and Lesson Plans	Samantha Ortiz, Science Coach	Consistent Science practices will be implemented schoolwide.	July-May	Parents will be provided a clear understanding of expectations for their students to be successful in Science.
4	STEM Family Night out	Samantha Ortiz, Science Coach Rosa Pelham, Math Coach Science Team Math Team	Provide an opportunity for parents to learn about their child's science, technology, engineering and math experiences and projects. Students will present a project based learning showcase.	3rd 9 weeks	Parents will engage with students and teachers in celebrating student learning.
5.	Parent Book Studies	Guidance/ ELL Leads	Provide parent education and support for parents to better support their students.	First nine weeks and 3rd nine weeks	Parents will receive educational books to help them support their students.
6.	Literacy Family Night Out	Aurea Perera ELA TEAM	Provide an opportunity for parents to learn about their students' literacy experiences and needs. BookFair, Book Giveaway for home libraries, and student led events will be featured.	2nd 9 weeks	Families will celebrate student progress and begin to build their home libraries while learning how to improve reading skills.
7.	Student Recognition	Tina Kelly Sandi Perry	Student recognition will be provided at the end of each 9 weeks recognizing A Honor Roll, A/B Honor Roll, Citizenship, etc.	Quarterly	The number of students being recognized each 9 weeks will increase as well

					as improved attendance and improve grades.
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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 1116 (e)(4)].

Response: *Student led parent conferences is a new strategy we will implement this year where students lead the conversation with their parents and teacher about how they are progressing academically and develop strategies for improvement. In addition, we will be encouraging families to attend school events and activities using an activity card to incentivize participation.*

Communication

Describe how the school will provide parents of participating children the following [Section 1116(c)(4)]:

- Timely information about the Title I programs [Section 1116(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 1116(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 1116(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 the parents' comments with the plan that will be made available to the local education agency [Section 1116(c)(5)].

Response: *Parents will be informed about the Title 1 programs during our Title 1 parent meeting in September, Open House, School Advisory Council meetings, Parent Conferences and Weekly, Digital Parent Communication.*

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the LEA 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 1116(e)(5) and 1116(f)].

Response: *All written communication will be sent home in English and Spanish. A translator will also be provided to all parents during meetings, phone calls, or any other needed communication. For our students with disabilities, meetings are conducted where the parents, along with school personnel, make decisions focused on the individual needs of the student. Annual meetings are also conducted with all students in our ELL program.*

Evidence of Input from parents- *All parents will receive the principal survey prior to school opening to get their feedback about strengths, weaknesses and needs to improve CMS student achievement. The Parent Involvement Plan is presented at the second Student Advisory Committee meeting to be approved by the committee. At this meeting parents have the ability to ask questions about the plan and ask for additions or deletions.*

Evaluation of the previous year's Parental Involvement Plan

Due to multiple changes in leadership and COVID-19, the assessment was incomplete. New administration will conduct a parent survey to provide feedback prior to the 20-21 school year.

Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents and families to help their children academic achievement [Section 1116 (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	450	Increase parental awareness of classroom expectations and activities

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff 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 1116(e)(3)]

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	OpenHouse	1	350	Increase parental awareness of classroom expectations and schoolwide activities
2.	Parent Conferences	1	75	Evening Parent Conference times were provided to parents to meet with teachers after work to discuss student progress.
3.	Virtual Instruction	March 23	ALL	Parents were provided instructions for helping support their students for virtual learning during the COVID 19 quarantine.

Barriers

Describe the barriers that hindered participation by parents in parent and family engagement activities during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers and design more effective parent and family engagement policies (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 1116(a)(2)(D)(i)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parent does not have transportation	The school will try to encourage parents who are friends to ride together to school events. School will provide transportation for select school wide events such as open house.
2	Parents are not aware of activities	Increase digital communication through Smore as well as phone calls. Encourage parents to provide the school with updated contact information (email and phone) so that the call-outs make it to the correct

		<i>person as well as use the school REMIND app, website, and Facebook page.</i>
3	<i>Parents have other obligations</i>	<i>Schedule events on different days of the week and different times so that all parents have an opportunity to attend events. Use digital tools to reach those that can not come in person.</i>