

Mission Statement

Create one statement that communicates the vision for parent and family engagement in a motivating way.The mission statement should:

- reflect the beliefs or values the school holds regarding the importance of family engagement;
- explain the purpose of the school's Parent and Family Engagement Plan;
- be written in parent-friendly language; and
- inspire stakeholders to be engaged and supportive of the program.

Mission Statement
Jeaga Middle School Parent and Family Engagement Mission Statement is to empower our parents and families to assist their children with academic, social and emotional skills that will prepare them for high school.

Involvement of Stakeholders

Describe how the school will engage stakeholders (parents, families, school personnel, District staff and community) in the planning, development, review, implementation and improvement of the Title I Schoolwide Plan. Include decisions regarding how funding will support parent and family engagement. All SAC meetings should have Title I as a standing agenda item and discussion of such is reflected in the minutes to ensure compliance is met. (Note: Evidence of stakeholder input during the CNA process is available in the CNA Launcher.)

1. List the name and title for each member/stakeholder responsible for the development and the implementation of the CNA, SWP, PFEP and School-Parent Compact.	
Name	Title
Anthony Allen, Ph.D.	Principal
Rhonda Couey Brisson	Assistant Principal
Cara Davis	Single School Culture Coordinator
Michael Timpone	Assistant Principal
Colin Maher	Assistant Principal

2. What are the procedures for selecting members representing all stakeholders? Describe the process for selecting members.

All families are welcome to attend school sponsored meetings. Department Instructional Leaders and Team Leaders were selected to represent groups after all were given opportunity to give input in PDD session. SAC has oversight over Title I SWP changes.

3. How will stakeholders be involved in jointly developing the Schoolwide Plan (CNA/SWP/PFEP)? Include details of meeting dates and times.

Teachers attended a PDD session on 2/28/20 related to the CNA, PFEP and SWP. This was held between 9:00 am-3:30p.m. Stakeholder and Parents were invited to a meeting held on 3/11/2020 at 6 p.m. Groups worked together to discuss the needs of the school and the families.

4. How did stakeholders provide input as to how Title I funding will support parent and family engagement? Include the outcome.

During the spring stakeholder meeting, input from members were recorded in the recording template.They provided input by completing the CNA questions with groups/partners.

5. List the name and title for each member/stakeholder responsible for ongoing monitoring of the implementation of SWP and PFEP.

Name	Title
Colin Maher	Assistant Principal
Anthony Allen	Principal
Michael Timpone	Assistant Principal
Rhonda Couey Brisson	Assistant Principal
Cara Davis	Single School Culture Coordinator
Type in the name of member/stakeholder	Type in the title of member/stakeholder

Annual Meeting

All parents and families are invited and encouraged to attend the Title I Annual Meeting, at a convenient time, to learn about theschool's Title I programs, requirements and the rights of Title I parents.

Describe the steps the school will take to conduct an effective Annual Meeting. The meeting should inform parents about:

- What it means to be a Title I School;
- The school's Title I Schoolwide Plan;
- Parent and Family Engagement Plan, including the School-Parent Compact;
- Special programs such as Migrant Education and McKinney-Vento;
- Parent's Right-to-Know; and
- Other opportunities for parents.

Brief Narrative
1. What is the actual date, time and location of the Annual Meeting?
October 15, 2020 @ 6: 30 p.m. on the Adobe Connect or Google Meet platform
2. How will you notify parents, teachers and the community of the Annual Meeting? Be specific (school website, marquee, call-out, newsletter, invitations, etc.).
Notification will be done in a call out and placed in parent portal and school website.
3. What resources will be prepared for the Annual Meeting? List materials or supplies needed to host the meeting.
Powerpoint covering all required information, invitations in all 3 languages, agenda in all languages, computer with internet access, sign in sheet, evaluations in all languages

Staff Trainings

Describe the professional development trainings you will provide to build the capacity of teachers and other support personnel to understand the value and contribution of parents/families, build ties between parents and school staff, effectively reach out to, communicate with and work with families as equal partners in order to improve student achievement.

Staff Training for Parent and Family Engagement #1 (PFEPStep4)					
Name of Training	What specific strategy, skill or program will staff learn to implement with families?	What is the expected impact of this training on family engagement?	What will teachers submit as evidence of implementation?	Month of Training	Responsible Person(s)
Parent Conferences	The teacher will be able to hold meaningful conferences that focus on the success of the child	Parents will have a better understanding of the academic challenges/successes	Conference notes of meeting that include parents, guidance and	October, 2020	School Counselors

Staff Training for Parent and Family Engagement #2 (PFEPStep4)					
Name of Training	What specific strategy, skill or program will staff learn to implement with families?	What is the expected impact of this training on family engagement?	What will teachers submit as evidence of implementation?	Month of Training	Responsible Person(s)
Jeaga MS Welcomes All	Teachers will be able to provide support to families of ELL students and make them feel	Parents will feel more connected to the school and will become more active in	Phone logs that include calls to parents of ELL students	March, 2021	School Counselors

Parent Trainings

Describe the trainings you will offer parents and families that will build their capacity to support learning at home to improve student academic achievement. Trainings must focus on skills that parents and families can use to extend learning at home, support students in meeting challenging state standards and monitor their child's academic progress.

Parent and Family Capacity Building Training #1 (PFEPStep6)

Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP: <input checked="" type="radio"/> Yes <input type="radio"/> No Amount 90
Supporting Families and Students by Monitor	To support student learning at home, parents will be able to utilize SIS Gateway parent portal to check on attendance, grades and connect with teachers.	Parents will be provided with access to SIS Gateway Parent Portal and train them how to effectively navigate on it.	By monitoring attendance, grades more closely, parents will be able to work with children and staff to ensure student success.	October 22, 2020	SSCC, Counselor DIL	Invitation, agenda, handouts, articles, questions stems, webcam, computer	

Parent and Family Capacity Building Training #2 (PFEPStep6)

Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP: <input checked="" type="radio"/> Yes <input type="radio"/> No Amount 90
Supporting Students in Reading success	To support student learning at home, parents will be able to utilize questions stems to develop appropriate questions from articles or textbook chapters that delve into the higher level areas of thinking	Parents will be provided with question stems (via a shared or emailed file) and train them with testing strategies	By having extra practice with higher level questions, students will increase their ability to answer such questions in class and on the FSA.	February 22, 2021	SSCC, Reading Department Instructional Leader	Invitation, agenda, handouts, articles, question	

Parent and Family Capacity Building Training #3 (PFEPStep6)

Name of Training	What specific strategy, skill or program will parents learn to implement with their children at home?	Describe the interactive hands-on component of the training.	What is the expected impact of this training on student achievement?	Date of Training	Responsible Person(s)	Resources and Materials	Will use funds for refreshments as noted in SWP:
							<div><input checked="" type="radio"/> Yes <input type="radio"/> No</div> <div>Amount<div>90</div></div>
Supporting Students in Math/Science/Civics	To support student learning at home, parents will be able to utilize flash cards and homemade games that will improve their students skills in solving word problems (math), understanding required terms (Civics) and comprehending specific concepts (Science).	Parents will be provided via email or shared file - copies of the flashcard and the game boards and train them how game boards help students to problem solve	This will lead to more parent involvement when preparing for FSA/FCAT 2.0 testing and will enhance students ability to practice solving problems.	March 18, 2021	SSCC, Math/Science/SS DIL	Invitation, agenda, flashcard and gameboard files, webcam, computer,	

Coordination and Integration

Describe how your school collaborates with other federal programs, District departments, the business community, library systems and other governmental and non-governmental organizations to provide integrated parent and family engagement opportunities. Identify the three (3) most relevant agencies/organizations that support your school's parent and family engagement goal.

Partnership #1

Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency
Boy & Girls Clubs	Provides parents with resources for homework, health and wellness and online safety	Letter of thanks	1x/year

Partnership #2

Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency
Multicultural Department	Provide Creole translations for Jeaga families needing this as CLF position is currently vacant.	Thank you email	each time needed

Partnership #3

Name of Agency	Describe how agency/organization supports families.	Based on the description list the documentation you will provide to showcase this partnership.	Frequency
ESE Department	Provides support to parents to help through the Florida Inclusion Network	Letter of thanks	yearly

Communication

After reflecting on the stakeholder input meeting, training evaluations and analysis of events, describe the process that your school will use to provide timely and easy to understand updates to parents and families on Title I programs, curriculum, assessments and student progress/proficiency level information.

1. Describe how school will provide parents and families with timely information about the Title I programs, meetings and other activities in a format and language parents can understand. Consider Title I programs such as tutoring, mentoring, parent/family trainings.	List evidence that you will upload based on your description.
School will provide parents information through translated letters, call-outs, text messages, emails, parent portal, marquee announcements and school website.	Translated letter, copy of call outs, texts, emails, parent portal information and marquee messages, snip of school website
2. Describe how school will inform parents about the curriculum and proficiency levels students are expected to meet.	List evidence that you will upload based on your description.
School will inform parents through posting of syllabi, parent portal, parent conferences, school website and SAC meetings	SAC minutes, agenda, sign in, letters home, parent portal information and snip of school website,syllabi, parent conference notes
3. Describe how school will inform parents about forms of academic assessments used to measure student progress and achievement levels of State academic standards.	List evidence that you will upload based on your description.
School will inform parents through SAC meetings, IEP meeting, parent conferences school website, parent portal	SAC minutes, agenda, sign in, letters home, parent portal information and snip of school website,syllabi, IEP notes, parent conference notes
4. Describe how school will inform parents about opportunities to participate in decision-making related to the education of their children.	List evidence that you will upload based on your description.
School will provide parents information through SAC, call-outs, text messages, emails, parent portal, marquee announcements and school website.	SAC documentation, copy of call outs, texts, emails, parent portal information and marquee messages, snip of school website
5. Describe how the school will offer flexible meeting dates and times or trainings, activities and events to remove barriers for attendance.	List evidence that you will upload based on your description.
Parents will be able to attend online recorded training activities at their convenience. Parent conferences will be scheduled at various times of day to allow more participation.	Schedule of conferences, emails showing parent participation,

Accessibility

It is important to address barriers that hinder families' participation in activities.After considering information gathered at your parent input meetings, describe how you ensure parents and families in the special categories below are able to fully participate in school meetings, trainings, activities and events.

Describe the accommodations the school will provide for each subgroup of parents listed below.

1. Parents and families with limited English proficiency	List evidence that you will upload based on your description.	File Attachments
Translators will be present at SAC meetings, Parent Training Activities and parent conferences to ensure parents understand the information being provided. Communication that is sent home is translated.	Translated documents, time sheets for translators	
2. Parents and families with disabilities	List evidence that you will upload based on your description.	File Attachments
Meetings will be held virtually or if done on site, meeting area will meet ADA requirements. Parents in need of additional support will contact office personnel for assistance.	Meeting minutes showing location if on campus or virtual, log of parent request for assistance as needed	
3. Families engaged in migratory work	List evidence that you will upload based on your description.	File Attachments
Staff will provide families with support through coordinated efforts with the Migrant Office and Multicultural department. Log of calls or home visits will be provided as needed.	Sample communication with the Migrant Office, Log of calls and/or home visits	
4. Families experiencing homelessness	List evidence that you will upload based on your description.	File Attachments
Staff will provide assistance as requested by families. We will coordinate with McKinney- Vento specialist. High school readiness coach and counselors will provide outside agency referrals if needed. Log of calls and/or home visits will be kept.	Communication with McKinney- Vento specialist, Flyers,Log of calls/visits	

Other Activities

List other activities, including additional parent and family trainings, which are planned to strengthen parent and family engagement at your school. Title I funds may not be used to purchase food for these activities.

Activity #1

Name of Activity	Brief Description
NA	N/A

Activity #2

Name of Activity	Brief Description
N/A	N/A

Activity #3

Name of Activity	Brief Description
N/A	N/A