

**Nova Middle School**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2020 - 2021**

**Mission Statement**

*The mission of Nova Middle School is to involve parents in the development and review of the Title I program, including the Parent and Family Engagement Plan, the School-Parent Compact, and the School Improvement Plan. Nova Middle is committed to a Parent and Family Engagement Plan that supports parent participation in all school related activities.*

**Engagement of Parents and Families**

*Nova Middle School will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].*

*Parents will participate in the planning, review, and improvement of the Title I program through the School Advisory Council Committee.*

**Coordination and Integration**

*Nova Middle 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 (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].*

Count	Program	Coordination
1	Title I Parent University	Department chairs and literacy coach will coordinate academic events in which parents will learn how to help their children at home and develop both academic and interpersonal skills.

**Annual Parent Meeting**

*Nova Middle School will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents engaged. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].*

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	<i>Title I Public Meeting/ Open House</i>	<i>Title I Liaison, Assistant Principals, and Principal</i>	<i>August/September 2020</i>	<i>Flyer, School Website</i>
2	<i>Announcement</i>	<i>Administration</i>	<i>August/September 2020</i>	<i>Parent Link (Email, voicemail, text), Marquee</i>
3	<i>Develop an agenda and sign-sheets</i>	<i>Title I Liaison, Assistant Principals</i>	<i>August/September 2020</i>	<i>Agenda/Sign-in Sheets</i>

### **Flexible Parent Meetings**

***Nova Middle School*** will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

*Parent-teacher conferences, School Advisory Council (SAC), Parent Teacher Student Association (PTSA), School Advisory Forum (SAF) meetings, and parental involvement related activities.*

### **Building Capacity**

***Nova Middle School*** will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including Frequency and Duration)	Evidence of Effectiveness	Evidence-based Research
<i>Student Parent Meet and greet (Tablet Distribution/ Sign – out)</i>	<i>Principal, Assistant Principals, Title I Liaison, classroom teachers, Verizon Tech Liaison</i>	<i>Parents and student build interpersonal skills; pick up student tablet, fill out contract/forms with available assistance.</i>	<i>October/November 2020</i>	<i>Flyers and Sign – in sheets</i>	<i>Teacher – Student relationships.</i>



<i>Annual Meeting/Title I Open House</i>	<i>Principal, Assistant Principals, Title I Liaison, classroom teachers</i>	<i>Parents Learn about state standards, curriculum, and how to help their children succeed in school.</i>	<i>August/September 2020</i>	<i>Flyers and Sign – in sheets</i>	<i>Expectations</i>
<i>Academic/Nova Middle Parent University - Technology</i>	<i>Principal, Assistant Principals, Title I Liaison, classroom teachers</i>	<i>Parents learn about technology resources for communication, curriculum, and how to help their children succeed in school</i>	<i>September/October 2020</i>	<i>Flyers and Sign-in sheets.</i>	<i>Integrated curriculum programs</i>
<i>Academic/Nova Middle Parent University – Course Selection/Elective Showcase</i>	<i>Principal, Assistant Principals, Title I Liaison, classroom teachers</i>	<i>Parents learn about available courses, taking</i>	<i>February 2021</i>	<i>Flyers and Sign-in sheets.</i>	<i>Second/third chance programs Acceleration</i>
<i>New to Nova Middle School Parent Night</i>	<i>Guidance Department</i>	<i>New to Nova Middle School Parents learn about the academic programs and how to help their children transition to middle school.</i>	<i>May 2021</i>	<i>Flyers and Sign-in sheets.</i>	<i>Home – school connections</i>
<i>PTSA</i>	<i>PTSA President</i>	<i>Parents will stay informed regarding upcoming school activities.</i>	<i>On-going</i>	<i>Sign-in sheets.</i>	<i>Parental involvement</i>

## **Staff Training**

***Nova Middle School will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].***

Content and Type of Activity	Person Responsible	Anticipated Impact on student achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research
<i>Effective Parent-Teacher Communication</i>	<i>Community Liaison</i>	<i>Teachers learn and improve on the process for building constructive parent teacher partnerships</i>	<i>January 2021</i>	<i>Sign-in sheets; agenda</i>	<i>Home-school connections, parental involvement</i>

## Other Activities

**Nova Middle School** will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].

*The mobile unit will be requested to come on site during the academic workshops for parents to have the opportunity to check out materials before the workshops.*

## Communication

**Nova Middle School** will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [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, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].*

*Nova Middle School will hold a Title I Annual Meeting-Open House in August/September 2020. In this meeting, parents will be informed about the Title I program, the curriculum and forms of academic assessment used to measure student progress. Parents can request conferences with teachers and administrators to formulate suggestions and to participate in decisions relating to the*

*education of their children. If the school-wide plan under Section 1114(b)(2) is not satisfactory to the parents with participating children, their comments and suggestions will be noted in the minutes*

### **Accessibility**

***Nova Middle School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].***

*Nova Middle School will provide full opportunities for participation in parental involvement activities for all parents by sending flyers. Translators will be available as needed. In addition, personalized phone calls will be sent out to parents of students with special needs to ensure their participation.*

### **School-Parent Compact**

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

### **Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 9/16/2020 and will be in effect during the 2020-2021 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2020.

  
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**Signature of Principal**

  
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**SAC Chairperson**

9/16/2020  
\_\_\_\_\_  
**Date**

9/16/2020  
\_\_\_\_\_  
**Date**