

Title I, Part A 2020-2021 Parent and Family Engagement Plan for Oak Hammock Middle School

I, Jennifer McMillan Barnes, 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

Parent Consultations

The school shall conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs assisted under this part consistent with section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Certifications

The school will inform/notify parents (in a timely manner) of each student attending a Title I school that they have the right to request information about their child's classroom teacher and, if applicable, the services provided by their paraprofessionals, as well as the paraprofessionals' qualifications.

The school will notify parents when a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified but teaching out-of-field by providing a written notification to each parent in a timely manner. This notification should be timely and in letter form on school letterhead. Newsletters are not always timely and bring about providing information about a teacher's qualification for a specific classroom or grade that does not affect all parents. Notification may be disseminated via student backpack, U.S. mail, and meeting with parents.

School Parent and Family Engagement Policy

The school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of section 1116 (c-f) and Assurance 11c-f. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Policy Involvement

The school will convene an annual meeting, at a convenient time, 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 to be involved.

The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement.

The school will 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 parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.

The school will provide parents of participating children with:

- a timely information about programs under this part;
- 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 Florida's challenging academic standards; and
- 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 practicable possible.

If the schoolwide program plan under section 1114(b) is not satisfactory to the parents of participating children, the parents may submit any parent comments on the plan when the school makes the plan available to the LEA.

Shared Responsibilities for High Student Academic Achievement

The school will 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 and the means by which the school and parents will build and develop a partnership to help children achieve the Florida's challenging academic standards. Such compact shall

(1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the Florida's challenging academic standards, and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time;

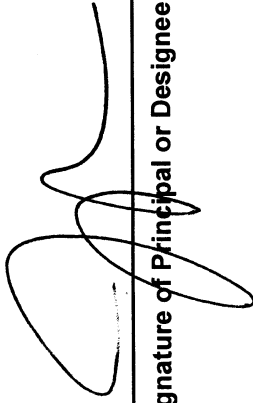
(2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum

- **parent-teacher conferences in elementary schools, at least annually**, during which the compact shall be discussed as it relates to the individual child's achievement;
- frequent reports to parents on their children's progress;
- reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities;

- ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Accessibility

The LEA ensures in carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with 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.



Signature of Principal or Designee

Date Signed

Parent and Family Engagement Plan

In support of strengthening student academic achievement, Oak Hammock Middle School, receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

Oak Hammock Middle School agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child's learning;
 - (B) families are encouraged to be actively involved in their child's education at school;
 - (C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED/INVOLVEMENT OF PARENTS

Oak Hammock Middle will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Oak Hammock Middle School will involve parents in an organized and timely manner with regards to the planning, review, and improvement of the Title I programs. All parents will be invited through the school newsletters, School Messenger(Email/Phone Messages), Flyers, and school marquee to attend the SAC and Title I Meetings. Input from parents will be collected through surveys, open discussions, email feedback, and parking lots. These communications will be in different languages. Information gathered will be used to create a plan. The plan will be created and reviewed during SAC quarterly meetings. During the SAC meeting, there will be open discussion and will decide, with input from the parents, how best to use the 1% set aside.

ANNUAL TITLE I MEETING

Oak Hammock Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement plan, the schoolwide plan (SIP).

Oak Hammock Middle will conduct an Annual Title I meeting in Aug/Sept from 5:30pm-6:00pm followed by our 1st Qtr Family Night which would be scheduled from 6-8pm. This meeting will be conducted via a virtual ZOOM format to promote the health and safety of our parents and students from the COVID virus. We will have an electronic sign in either via email or google form. We will advertise our meeting through Flyers sent home, Phone/Email message through messenger, and Posted on our school Marquee. These will be sent in multiple languages. We will also make announcements to the student through the PA system in our announcements during lunch and at the end of the day to remind the students about this event.

COMMUNICATIONS

Oak Hammock Middle School will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

Oak Hammock Middle School will communicate with parents through school messenger (Emails/Phone messages), school newsletters, home visits, letters, Annual Title 1 meeting, Family Nights and SAC meetings. If parents are not satisfied with the school's Title 1 program, concerns will be submitted to the District Title 1 office. As much as possible this will be done in multiple languages.

We will elicit input from parents on the best time to hold meetings to reach the most parents through our annual survey. In addition, we will offer some meetings before school and others afterschool to accommodate our families. We will also attempt to provide some activities for children to be supervised so parents can focus on the meeting information. This survey revealed most parents want Wednesday or Thursday for meetings. They overwhelming requested 6pm with 8:30am as a second alternate choice for time of day.

SCHOOL-PARENT COMPACT

Oak Hammock Middle School will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

We will conduct a review of the School-Parent Compact during our 4th Qtr SAC meeting. During this meeting we will obtain feedback from parents on the compact. This feedback will help facilitate any changes that are needed in the compact. During the 1st Qtr SAC meeting, there will be an approval vote on the compact. If we are unable to conduct a 4th Qtr SAC meeting we will send out a copy of the Parent compact via messenger with a link to provide feedback via Google forms. This initial survey of parents elicited responses such as: parent compact was good as is, school and family working together (i.e.; parent conferences), and building student futures through educational skills.

The Compact will be distributed to each student through their 1st period class. Face to Face students will be signed by the parent and the student and returned to the first period teacher. Home Connect students and parents will receive their compact via email with a link to a google form to acknowledge the compact. Parent Involvement Specialist will attempt to reach out to families who have not returned the form in either form to facilitate a return of all forms.

RESERVATION OF FUNDS

Oak Hammock Middle School will take the following actions to involve the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Oak Hammock Middle School will involve parents in an organized and timely manner with regards to the planning, review, and improvement of the Title I programs. All parents will be invited through the school newsletters, School Messenger(Email/Phone Messages), Flyers, and school marquee to attend the SAC and Title I Virtual Meetings. Input from parents will be collected through surveys, open discussions, email feedback, and/or parking lots. These communications will be in different languages. Information gathered will be used to create a plan. The plan will be created and reviewed during SAC quarterly meetings. During the SAC meeting, there will be open discussion and will decide, with input from the parents, how best to use the 1% set aside. Results from initial survey to parents elicited responses like: workshops on student mental/emotional wellbeing and parent informational sessions, equipment for student needs, and educational tools for student needs.

COORDINATION OF SERVICES

Oak Hammock Middle School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

ESOL/ELL (Title III): All programs and activities will be available to all parents. All invitations, flyers, and Messenger messages are translated into Spanish.
We will also elicit aid from our business and community partners to assist with donations (monetary, services, etc.) for our Title I meetings.

Evaluation of the 2019-2020 Parental Involvement Activities

2019-2020 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 1116]. Include participation data on the Title I annual meeting.

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	SAC meetings	4	20	Parents participated and gave input on decisions to improve student achievement.
2	Qtr 1: Getting Started Family Dinner and Title 1 Annual Meeting	1	52	Parents who participated were better able to monitor their student achievement throughout the year and were shown how they can participate in other activities like SAC to influence decisions for achievement.
3	Qtr 2: Family dinner and Science Fair Showcase	1	70	Parents were shown the nature of the 8 th grade test and how to implement cross grade level curriculum for improved science performance on their 8 th grade science test.
4	Qtr 3: Family Dinner and Art in the classroom Walk	1	20	Parents were given insight into alternative methods using art as a medium to learn curriculum improving achievement through better engagement in the classroom and at home.
5	Qtr 4: Family Dinner and Final Preparations for Testing	1		
6	6 th Grade Orientation Night	1		
7	Coffee with the Principal hosted by SAC	2	4	Parents participated and gave input on decision to improve student achievement.
8	Parent Workshop	0	0	
9	Parent Notification and continuous connection to their students academic success	1	40	Family and school collaboration helps students stay on track for achievement.
10	Parent Teacher Conference	1	20	Family and school collaboration helps students stay on track for achievement.
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		Total:		Total:	

2019-2020 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 1116)].

Activity	Content and Type of Activity	Number of Activities	Number of Participants	Impact on Student Achievement
1	PLC and/or Department meetings will include bimonthly articles to assist teachers with parent involvement	1	80	Teacher's were better able to communicate with parents and give them tools to help students.
2	Faculty Training on Messenger	1	80	Teachers were better able to communicate with parents through Emails, Text Messages, and voice calls.
3	Technology Training on Chromebooks and Focus	1	80	Teachers were better able to utilize teaching strategies that utilize technology to facilitate learning. (Google Programs like forms, sheets, slides, etc.)
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2019-2020 Barriers Summary

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 1116].

#	Barrier (Including the specific subgroup)- Be specific	Steps you put in place to overcome barriers - Be specific
1	Language	We will invite staff members to help with translation of information for our parents
2	Conflicts with other family obligations	We will try to schedule events to consider other family obligations in regard to time and day of the week
3	Transportation	Utilize the Title I van if needed to facilitate transportation.
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Evidence-Based Interventions/Strategies

Evidence-based interventions are practices or programs that have evidence to show that they are effective at producing results and improving outcomes when implemented. The kind of evidence described in ESSA has generally been produced through formal studies and research. Under ESSA, there are four tiers, or levels, of evidence:

- Tier 1 –Strong Evidence:** supported by one or more well-designed and well-implemented randomized control experimental studies.
- Tier 2 –Moderate Evidence:** supported by one or more well-designed and well-implemented quasi-experimental studies.
- Tier 3 –Promising Evidence:** supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).
- Tier 4 –Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a SEA, LEA, or outside research organization to determine their effectiveness.

NEW 2020-2021 Parental Involvement Activities

2020-2021 Building Capacity Activities

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 1116]]. 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]]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1116 as parents may request [Section 1116]].

Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the individual child's achievement;

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness and Tier (see previous page)	Cost Associated with Activity
1	SAC meetings	Admin	Parents participate in school decision making for increased student achievement. These will be held Quarterly through a Virtual Zoom meeting.	Quarterly	Sign in Sheets	
2	Qtr 1 Informational workshop on Parenting tools to monitor students	Admin/Parent Involvement	Parents will be invited to a workshop through a virtual zoom meeting to provide our parents with information on topics to assist parent with monitoring their student's progress in school. Also offering resources to improve their student success.	1 st Quarter	Sign in Sheets	
3	Qtr 2:Information Workshop on Student related issues	Admin/Parent Involvement	Parents will be invited to a workshop through a virtual zoom meeting to provide our parents with information on topics to assist parent with student mental health and substance abuse. Also offering resources to improve their student health which impacts achievement..	2 nd Quarter	Sign in Sheets	

4	Qtr 3 Informational Workshop on Testing and things to prepare for the tests	Admin/Parent Involvement	Parents will be invited to a workshop through a virtual zoom meeting to provide our parents with information on topics to assist parent with testing dates and strategies to assist their student improve on achievement tests. Also offering resources to improve their student success.	3 rd Quarter	Sign in Sheets	
5	Qtr 4 Informational Workshop on next steps	Admin/Parent Involvement	Parents will be invited to a workshop through a virtual zoom meeting to provide our parents with information on topics to assist parent with next steps for transitioning to high school or preparing for a college track in lower grades. Also offering resources to improve their student success.	4 th Quarter	Sign in Sheets	
6	Annual Title I Meeting	Admin/Parent Involvement	This meeting will introduce and give information about the Title I program and how the 1% is set aside and used. It will introduce parents to how they can become engaged stakeholders in the school through SAC, PTO, etc. This will be a virtual Zoom meeting.	Aug/Sept	Sign in Sheets	
7	Parent Teacher Conferences	Parent Involvement and teachers	Parents are involved in the process of finding solutions to help the student improve their behavior and set academic goals through virtual meetings.	Throughout the year	Sign in Sheets	
8	Parent Notification and continuous connection to their students academic success	Webmaster, Admin	Parents are provided with information that will give them strategies and tips to help their students be successful. In addition they will also maintain a connection with the school by staying current with its events and news	Throughout the year	Sign in Sheets	
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2020-2021 Staff Training Activities

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)].

Activity	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness and Tier
1	Technology/Software training as determined by inventory survey of skills with the teachers	Lead Teacher	Teachers will better be able to be able to utilize technology integrated into their teaching.	Throughout the year	Lesson Plans utilizing technology in lessons
2	PLC and/or Department meetings will include bimonthly articles to assist teachers with parent involvement	Department heads	Teachers will better be able to reach and educate with the parent.	Monthly	Increased parent involvement/interaction/collaboration with the teacher
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