

LAKE ALFRED-ADDAIR MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Charles Thacker , 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 schoolwide 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)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: District and School-based Title I Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

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: Parents will be involved in giving their input, suggestions, ideas and recommendations concerning the Plan and Compact via feedback discussions and surveys. This method will continue for the 2015-16 school year. In addition information is posted on the Title I bulletin board in the main office as well as on the school website. Parents will also meet on the School Advisory Council where information about, and decision-making on how funding for family engagement will be spent, particularly pertaining to the 1% expenditure criteria required by law. Other opportunities for involvement include joining the PASS (Parents Assisting Student Success), as well as the completion of parent surveys after all parent, ESOL, and academic subject nights. Telephone messages, newsletters, the school marquee, the school website and social media sites will also be utilized to advertise dates and times of upcoming parent events and meetings.

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	IDEA-Individuals With Disabilities Act:	Parents are informed of parent and student rights under the Individuals with Disabilities Act during the annual Individual Education Plan meetings.
2	ESOL, Title III	Provide services to students who are English language learners and assisting parents by providing translators or translated documents in their native language.
3	Title I, Part A	Create a partnership between families and school staff and hold training to assist parents with their needs.
4	Title I, Part C	Migrant students will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. Teacher advocates, assigned to students with high percentages of migrant students monitor the progress of these high need students and provide and coordinate supplemental academic support.
5	Title II	District receives supplemental funds for improving basic education programs through the purchase of small equipment to supplement education programs. Professional development resources are available to Title 1 schools through Title II funds. In addition, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title II-D funds. New technologies in the classrooms will increase the instructional strategies provided to students.
6	Title X-homeless	The Hearth program, funded through Title X, provides support for identified homeless students. Title I provides support for this program and may activities

	implemented by the Hearth program are carried out in cooperation with the Migrant Education Program funded through Title I, Part C.
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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 (schoolwide 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	Audio/Visual Presentation of Title I information	Stephanie Jen	September 10, 2015 at 6:30 pm	Number of Participants & Evaluation Survey
2	Audio/Visual Presentation of Title I Information	Stephanie Jen	October 8, 2015 at 9:00 am	Number of Participants & Evaluation Survey

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: Family Engagement Meetings will be held in the mornings and evenings during the week and occasionally on weekends, in addition to the Annual Meeting will also be provided at different times.

Parents may arrange times to come, when it is convenient for them, to learn one-on-one if needed. Translators will be provided for Spanish speaking parents and Haitian-Creole speaking parents.

If parents cannot attend, they can request a conference with teachers for a date convenient for them before school by contacting the Guidance department. An appointment can also be requested with the Parent Involvement Contact to receive any resource materials or information they may need.

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
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1	Parent Newsletters	Title I	Provide information about upcoming events and helpful tips for parents	Monthly	Parent Survey
2	Sed de Saber	ELL Department and PI para	Help non English speakers to understand their child's work and help create more effective communication between the school and parent	Year long	Evaluation Survey
3	School/Home visits	School Social Worker	Increasing student attendance and home-school connection	Year long	Evaluation Survey
4	Incoming 6th Graders Parent Night	Assistant Principal & Guidance	Welcome & Instruction/Title I	January - May 2015	Evaluation Survey
5	Parent Portal Workshop	Title I and Translators	Increase school-student-parent communication	Year Long	Evaluation Survey
6	Annual Meeting	Title I	provide information about Title I	September 10, 2015 & October 8, 2015	Parent Survey & Evaluation Survey
7	Parent Information Resource Center	Title I/ PI para	providing parents with information about how to help their child	year long	evaluation survey
8	Fall Festival	Title 1/ PI para	provide academic information to parents and increase parent comfort at school	October 29, 2015 at 6 pm	evaluation survey

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	Classroom websites & Technology	Tech Coaches	increase parent-teacher-student communication	year long	Surveys and conversations with parents & students
2	PD- Data	Administration & Coaches	increase teacher's ability to drive instruction based on student data	monthly	classroom observations & walkthroughs
3	Students of Poverty	Mr. Joe	increase teacher's ability to deal with students from diverse backgrounds	Aug/September	classroom observations
4	PD- Academics	Administration & Coaches	increase teacher's ability to provide high quality lessons to increase student achievement	monthly	lesson plans & classroom observations

5	PD- Planning	Administration & Coaches	increase teacher's ability to provide valuable lessons	weekly	lesson plans & classroom observations
6	Office Staff Training	Administration	Office staff will learn how to create a welcoming environment in the front office to welcome staff and parents.	year long	parent sign in & evaluations
7	Parent Involvement PD	Leadership Team	Leadership team will assist teachers and staff members to learn effective parent involvement techniques by effectively engaging parents in the child's education, students will be more likely to perform at or above expected levels in school and on assessments	once per semester	parent surveys

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: Lake Alfred-Addair Middle School has a parent resource room with materials that parents may utilize to help them participate in the education of their children. This room also includes computers which may be used by parents. Information packets will be made available to students that enroll later in the year with important information.

Our school also supports the Parent Resource Center at Garner that offers workshops for parents, homework help for students and has materials available for checkout to assist parents and students.

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

Response: Information about Title I programs -

Information about the School Parent Compact, School Parent Involvement Plan and Annual Meeting are explained above in the section pertaining to the Annual Meeting.

Data chats with students and parents as well as discussions by parents concerning their

child's academic growth.

Participation in building the annual School's Parent Involvement Plan and compact.

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:

Student progression is monitored with Benchmark Assessments performed multiple times during the year. State Standardized testing is conducted in the spring of the year.

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education:

School Advisory Council meets monthly to discuss initiatives to enhance student performance.

Parent workshops are held throughout the year where evaluation surveys are compiled and needed actions are taken based on responses.

Parents are also asked to serve on the parent leadership team that meets as needed throughout the year.

To increase communication, Lake Alfred-Addair Middle School will use a variety of communication methods including: school website, monthly newsletters, school social media sites, school marquee, school-parent compact, Parent Involvement Plan, Summary, Parent Involvement Notebook, and parent emails. Parents and community members are encouraged to attend all Title I, SAC (School Advisory Council), and PASS (Partners Assisting Student Success) meetings. Parents are encouraged to sign up to receive bi-weekly emails on our school website and newsletters are sent home once a month. Notices of meetings will be sent out no later than one week prior to the event with students and telephone messages will be sent periodically leading up to the event. Parents and teachers can set up conferences for individual students throughout the school week to discuss progress of students in more detail.

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: Lake Alfred-Addair Middle School provides translators in Spanish and Haitian Creole. The school facility complies with Americans with Disabilities Act standards. Our school social worker is available for home visits, if requested.

Parent information will come home in multiple languages, as needed, and will be posted

on the schools website. Monthly newsletters will be sent home as well as flyers. Emails are sent in English, Spanish and Haitian Creole.

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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parent Involvement Resource Center	District Parent Involvement Contact	By going to the parent or working around their barriers, it is more likely that the parent will be able to better assist the school with managing their child's needs	as needed, throughout the year
2	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)];	Our school social workers, counselors, and leadership team will provide meetings at various times or make home visits to children whose parents are not able to come to school themselves. In addition, conferences can be held via phone with teachers in attendance at a time that is convenient for the parent, upon request	social worker, counselors, parent involvement contact	By going to the parent or working around their barriers, it is more likely that the parent will be able to better assist the school with managing their child's needs	as needed, throughout the year
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Improving current strategies by using Steven Constantino's research data	Parent Involvement Contact/Leadership Team	Student achievement increases when parents are involved with learning how to develop their child's home study habits	On-going. prep for implementation in 12-13

4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Improving current strategies by using Steven Constantino's research data	Parent Involvement Contact/Leadership Team	School-community outreach and partnership cooperation help schools increase student achievement	On-going. prep for implementation in 12-13
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Upload Evidence of Input from Parents

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

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.

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.

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	DPAT- District Parent Meeting	1	4	parents collaborate with district
2	April- develop compact	1	3	parents collaborate with school
3	September Annual Meeting	1	97	resources for parents to help students at home
4	October Annual Meeting	1	2	resources for parents to help students at home
5	December- Parent Curriculum day	0	0	curriculum resources for parents
6	Parent Portal Training	0	0	provide progress monitoring information to parents
7	December-Student Success Workshop	0	0	provide resources for parents to help struggling students
8	Monthly Newsletters	2	1200	inform parents of resources, curriculum, and homework help

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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
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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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
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Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
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