

## HIALEAH MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Lourdes Diaz, 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

9/23/15  
Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** Hialeah Middle School, in collaboration with the Excellence School Advisory Council (ESSAC) work in partnership to create a climates in which the school and community engagement is a critical ingredient for children's school success by creating opportunities for families to participate.

### 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:** Hialeah Middle School has and will continue to pursue the input from parents in the decision making process at our school. Through our school's Educational Excellence School Advisory Council (ESSAC), parents assist in the development of our title 1 program. Parent

surveys and a parent suggestion box, located in the Parent Resource Center, will also be used for parent input.

## 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	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
2	Title II	Professional development modules will be provided to schools to support the professional development needs of the staff related to parental involvement.
3	Title I	Supplementary services are provided throughout the school year to ensure students requiring additional remediation are provided through tutoring services.
4	Title X Homeless	All students identified as eligible for Homeless Education services are automatically eligible for Title I.
5	Title III	Tutoring services provided to ELL's students in contentt asubject areas.

## 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	6th Grade Orientation	Lourdes Diaz	July	Sign-in sheets, flyer
2	Connect-Ed Messages	Lourdes Diaz	Ongoing	Connect-Ed, reports
3	Annual Title 1 Parent Meeting	Lourdes Diaz	September	Sign-in sheets, agenda
4	Open House	Lourdes Diaz	September	Flyers, Sign-in sheets
5	Weekly Parent Meetings	Lourdes Diaz	Monthly	Sign-in sheets

## 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:** Hialeah Middle School will offer parent workshops and meetings throughout

the year at various times including mornings and evenings. Various teachers plan to hold parent workshops to provide access and training for parents as they provide support to students completing home learning assignments. Additionally, home visits will be conducted by the school's Community Involvement Specialist as needed or requested. The CIS also schedules individual meetings with parents on a daily basis to assist them with various tasks, such as Parent Portal registration, lunch application and Kidcare applications. School guidance counselors and SPED program specialist schedules parent conferences throughout the school day to accommodate parents.

## 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
1	Parent Portal Workshops	Lisette Cruz	Parental awareness of student progress via internet.	Ongoing	Parental logins to portal
2	Subject Area Info	Department Chairpersons	Inform Parents of academic rigor expected of students in core subject areas.	Ongoing through first semester	Sign in sheets, agenda
3	ESSAC Meetings	ESSAC Chairperson	Parents stay informed on events occurring at the school and are able to provide input in school decisions.	August - June	Agenda, sign-in sheets, minutes
4	Parent Resource Center	CIS	Parents are provided with school support and resources.	August - June	sign-in sheets
5	Open House Resource Fair	Lourdes Diaz	Inform Parents of available programs and resources at our school.	September	Sign-in sheets
6	Student/Parent Weekly Calendar	Activity Director	Inform students and parents of activities at school site.	September-June	Calendars
7	Connect-Ed Messages	Lourdes Diaz	Provide real-time information to parents regarding important school information.	August - June	Connect-ed reports

## 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	Data Chats	Lourdes Diaz	Teachers gain an understanding of their students' academic performance.	August	Teachers utilize and implement data supported instruction.
2	Parent	Administration	Address strategies	August	Opening of school

	Involvement Training		to effectively work with parents.		agenda
3	Parent Conferences	Administration/teachers/counselors	Make parents aware of student's academic progress.	Ongoing	Logs

## 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:** Hialeah Middle School provides a Parent Resource Center (PRC) which is open and available to parents throughout the school day, every day the school is open. The PRC has literature and computer stations with internet access that provide information and resources on educational programs and community services. Parent meetings with the CIS are conducted at the PRC.

## 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:** Hialeah Middle School will provide information to parents about Title I programs and all information relevant to curriculum and academics in our annual Curriculum Bulletin which is posted on the school's website for parents each spring as students make curriculum choices for the following school year. The assessments used at the school are explained to parents in informational releases from the FLDOE regarding CELLA, FAA and the new Florida Standards Assessments. Parents are invited to participate in the school's EESAC as a way to be involved at the school.

## 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:** Hialeah Middle School will provide full opportunities for the participation of parents with limited English proficiency and parents with disabilities. The overwhelming majority of our parents only speak Spanish and we accommodate them by offering presentations fully in Spanish or providing a translator. All of the school's communication is done using a multi-lingual approach; Connect-Ed messages, letters, and flyers are all provided in multiple languages. State and district test reports are disseminated to parents

in their native language, when available, giving them an opportunity to be aware and involved of their child's strengths and weaknesses.

## 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	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)];	Schedule meetings and activities at various times throughout the school day and evening.	CIS Lisette Cruz	Improve parent's ability to participate in their child's school.	Quarterly

## Upload Evidence of Input from Parents

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

[Uploaded Document](#)

## 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.

[Uploaded Document](#)

## 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.

[Uploaded Document](#)

## **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
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### **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
1	Most parents do not speak fluent English	School website offers information in Spanish and English. Most meetings are conducted in Spanish and English
2	Many parents work two jobs or jobs with odd hours (evening/nights)	Provide activities during different hours of the day (mornings/evenings)

### **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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