## CONGRESS COMMUNITY MIDDLE SCHL Title I, Part A Parental Involvement Plan

I, Denise O'Connor , 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)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** The Mission of Congress Middle School is to develop in our capable young people the innovative minds and ethical spirits needed to contribute wisdom, compassion and leadership in a global society. CMS Staff challenges students with a rigorous academic program to prepare them to be College and Career Ready.     We are committed to instruct one another in the meaning and value of community and in the joy and importance of lifelong learning which will empower our students to become productive and responsible citizens. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** \* Parents gave input at our September 10 SAC meeting to our School Compact.  \* We scheduled our Annual meeting on September 10th and discussed our Title I program and status.   \* We shall at our September 10 SAC meeting review with parents and receive input on our current Policy Plan.   \* We invited parents through flyers that went home to our students, the marquee, Edline, Newsletter and Parent Link.  \* The expenditure of any Title I funds is presented during SAC meetings where parents have the opportunity to provide 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)].

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| **count** | **Program** | **Coordination** |
| 1 | Caregiving Youth Project | Works with parents and students to provide support and services in situations where youth are caregiver. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Flyer inviting parents to the annual meeting | Principal | September 8, 2015 | Agenda & Minutes |
| 2 | Announced on the marquee | Title I Contact | September 1, 2015 | Agenda & Minutes |
| 3 | Remind on the calling system | Title I Contact | September 8, 2015 | Agenda & Minutes |
| 4 | Conduct Annual Meeting | Title I Contact | September 10, 2015 | Agenda & Minutes |
| 5 | Power Point presentation of Title I program | Title I Contact | September 10 2015 | Sign in sheets |
| 6 | Discuss Policy Plan, School-Compact | Principal, Custodian | September 10, 2015 | Sign in sheets |
| 7 | Share with parents what Title I Funds are used for | Principal | September 10, 2015 | 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)].

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| **Response:** \* Parent-Teacher Conferences will be held in the morning or in the late afternoon in order to accomodate all parents.  \* We shall also offer a parent conference night for those parents who are unable to attend mornings or afternoons.  \* Parent Cougar Universities (focus on academic success) will be held in the evenings.  \* Student recognitions will be held in the morning during Honors Breakfasts and in the evenings during Award Ceremonies. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | PTSA Meetings | Principal, Teacher Sponsor, PTSA President | Providing parents with information about how to support and participate in school activities | Meetings are the second Thursday of each month | Sign in sheets |
| 2 | Band Concerts | Principal, Band Director | Connecting Math and Music | December 2015 & May 2016 | Sign in sheets |
| 3 | Heritage Fest | Principal, ESOL Coordinator, teachers | Celebrate diversity among our school family | May 2015 | Sign in sheets |
| 4 | Cougar University Workshops | Principal, teacher leaders | Provide parents with information and hands on experience on how to assist their children to get ready for the Reading, Math, and Science FCAT test | December 2015, January 2016, February 2016 | Sign in sheets, parent evaluations |
| 5 | Science Fair Night | Science Coach, and Science teachers | Providing parents with the opportunity to support their children during the process of science fair projects | October 2015 | Sign in sheets |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Volunteer Training | Principal, VIPS Coordinator | Encourage parents to become more involved in their childrens academics to improve their achievement | Ongoing all year | Number of volunteers |
| 2 | Parent Involvement School Training | Principal | As teachers become more aware of how to involve their parents their students will achieve more | November 2015 | Participants & Evaluation |

**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)].

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| **Response:** \* We have two small resource areas where our parents can come in and use the computer to access their childs Edline, access lunch information, etc.  \* Our parent volunteers work in the media center, grade papers, and work with small groups on tutoring for specific content areas. |

**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)].

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| **Response:** \* Teacher-parent conferences are held at flexible times to accomodate the parents.  \* Progress reports are sent home every four weeks to let parents know how their child is doing in class.  \* Edline is continuously updated for parents and students to access.  \* Our newsletter is sent out monthly which includes upcoming activities, events, and curriculum updates such as Virtual class being offered,etc.  \* Our parents give us input and communicate suggestions or concerns at our monthly SAC meetings. At SAC meetings parents are informed about SIP, Family Policy Plan, School-Compact, assessment dates, data results, and curriculum updates occuring at school.  \* Parent Link is used to encourage parents to attend school events via phone calls and text messages. Parent Link and the School Marquee are also used to inform parents of the Title I Annual Meeting.  \* All flyers and written communication is provided in three languages (English, Spanish & Creole). Community Language Facilitators are available at all times for translation on any communication sent home or by phone.  Student Agendas are also used for parent communications |

**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)].

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| **Response:** \* In addition to providing communication in parents' native languages our Community Language Facilitator (CLF) is available during the day to translate and assist parents with any documentation they might need.  \* Our CLF also translate during parent-teacher conferences, IEP meetings, and parent nights.  \* Our ESOL Coordinator works with the department of Migrant Ed contact person to make sure our migrant students are being serviced and receive support necessary for academic success. |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**

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

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**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.

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**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.

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## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |

**Best Practices (Optional)**

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

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| **count** | **Content/Purpose** | **Description of the Activity** |