

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

I, Carolyn Carbonell, 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)

**Response:** The spirit of Heritage Middle School embodies a community of student, parents and staff working together. We believe in providing a secure and student center environment that empowers all to soar to the highest levels of personal and academics excellence.

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### 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:** The School Advisory Council (SAC) and Parent Teacher Student Association (PTSA) meet once a month. These committees are responsible for planning, reviewing, and updating the Title I program initiatives. All parents are invited to be members of the Heritage Middle School SAC and PTSA. SAC and PTSA members provide input on the development of the Parent Involvement Plan. The Title I budget and other parent involvement and school improvement initiatives are outlined to parents. Parent surveys are also used to solicit parent input. Parent comments are documented on SAC meeting minutes for review and implementation.

## 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	Title X, Homeless	Title X Coordinator provides services to families to ensure that students have school
2	Title I, Part C	Parent support is offered through Student Reach Out services such as food assistance programs
3	Title I, Part D	Transition plans are coordinated with the Department of Juvenile Justice with funds
4	Title III	Parent Leadership Council Meetings are held at the district level for parents of ELL

## 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	Advertise Open House/Annual Meeting	Principal, and teachers	September	Number of attendees, Survey, News Letter flyer, website Connect 5
2	Train teachers about plans/goals of Open House/Annual Meeting	Principal and assistant principal	September	Faculty meeting minutes and comments
3	Gather information on Title I such brochures and DVD outlining services	Assistant Principal	September	Information prepared for distribution
4	Prepare agenda for Open House/Annual Meeting	Principal and Assistant Principal	September	Completion of agenda
5	Establish Open House/Annual Meeting dates and activities	Principal	September	Date set on School Calendar, sign in sheets and school marquee

## 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:** Flexible parent meetings will be scheduled at different times to accommodate parent's varying schedules and availability. Guidance services are available for students and guardians, and may be scheduled throughout the school day. Meetings may be scheduled in the morning, afternoon, or evening. For example, activities such as Open House, Annual Meeting, Social Studies, Science and Literacy Fairs are held in the evening. Generally, SAC and PTSA meetings are held after school. Input for the School Improvement Plan and The Parent Involvement Plan is solicited from parents. Time is scheduled for review and input on Title I initiatives and the Title I budget from parents. Parent Teacher Conferences are scheduled individually or by teams. During this meeting parents can get information on student progress and interventions that may be in place for a student.

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## 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	Open House and Title I Program Information, Open House/ Annual Meeting.	Principal	Provide information to parents on expectations and how parents can help their children	September	Sign-in sheets, Title I Survey
2	Family Night	Guidance	Provide information to parent concerning, Red Ribbon week, drug prevention	October	Sign-in sheets
3	Science Fair	Science teachers	Showcase student success	December	Sign-in sheets
4	Social Studies Fair	Social Studies teachers	Showcase student success	January	Sign-in sheets
5	Literacy Fair	Language Arts teachers	Showcase student success	May	Sing-in sheets
6	Art Show	Art teacher	Showcase student success	May	Sing-in sheets
7	SAC membership recruitment	SAC Chair	Development of school wide goals and initiates	August-May	Sing-in sheets
8	iMOMS	Principal/ Parent Liaison	Create a partnership with parents and positive role models on how to facilitate student success.	September-May	Sing-in sheets
9	ALL PRO DAD	Principal/ Parent Liaison	Create a partnership with parents and positive role models on how to facilitate student success.	September-May	Sing-in sheets

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## 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	Title I Program Overview	Principal	Teachers will learn about what is offered through Title I services	September	Sing-in sheets
2	Florida Standards	Administration	Understanding of expected academic goals	August-June	Sing-in sheets
3	Mentoring Program	Guidance	Provide school, faculty and staff with strategies for encouraging students to participate in their own educational process.	August-June	Sing-in sheets

## 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:** Heritage Middle School has a Parent Resource Center that is open to families daily. The Center provides computers with internet access that families may use. Parents can check out books and educational materials to be used at home. Heritage Middle School holds numerous family activities throughout the year to encourage families to take an active interest in their child's education. Open House and Annual Meeting is held in September. At these events parents meet teachers and learn about curriculum and expectations for the year. Parents are encouraged to volunteer and to join SAC and PTSA. Information on Title I programs are shared at the Open House and Annual Meeting using brochures and an informational power Point presentation. Heritage Middle School host many family events, for example Family Fun Night, choir and dance recitals along with band concerts. These events showcase student talents and give parents the opportunity to see their student's work.

## 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 will be provided through the newsletters, school website, school marquee, Connect 5, booklets and brochures. An informational PowerPoint about Title I services is shown during Open House and Annual Meeting. The Title I Parent Involvement Plan brochure and Title I booklet are sent home with each student. Curriculum and assessment information is shared by teachers at Open House and Annual Meeting, and through newsletters. Florida Standards Assessment information

is sent home to parents via backpack and is also available on our website. Parents may provide input to the school via parent input forms, interim reports, and student report cards.

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## 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:** Information regarding parent participation is provided to parents via school website, Connect-Ed phone messages, newsletters, parent/teacher conferences, student backpacks, workshops, and meetings. District information is available in English and Spanish. When requested, the District will provide a translator for other languages if school staff is not able to assist. Books and videos in Spanish are available through the ESOL teacher. ESOL paraprofessionals translate information for parents over the phone and at conferences. Parents with special needs are accommodated. Heritage Middle School is handicapped accessible.

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## 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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	Parent Conferences, IEP meetings, PST meeting are scheduled, so that parents can be present and provide input. For parents that are unable to attend, phone conferences are available.	Principal, Assistant Principal and faculty	Provide information to parent on how to better support students	August-June

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## Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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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.

[Uploaded Document](#)

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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.

[Uploaded Document](#)

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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.

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

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
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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 current 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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
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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)

<b>count</b>	<b>Content/Purpose</b>	<b>Description of the Activity</b>
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