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

I, Jerry Jolicouer , 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:** To lead our students to success with the support and involvement of families and the community. |

**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:** Suwannee Middle School believes in involving parents in its Title I programs. The School Advisory Council has the responsibility for developing, implementing, and evaluating the school level plans, including the School Improvement Plan and the Parent Involvement Plan. The School Advisory Council members are parents,staff members, and community members who have volunteered and have been approved by the parents of Fern Creek. Input from parents will be documented in the meeting minutes for the School Advisory Council meetings. Parents are given the opportunity to review the PIP and offer their input during the Title I Annual Parent Meeting. |

**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 | Title I Part C | This program is supervised by the Director of Federal Programs and the Program Coordinator for Migrant Programs. This program provides supplemental instructional and support services to support effective parenting of migrant worker families. |
| 2 | ESOL Title III | Programs for English Language Learners (ELL), particpates in the District Advisory Council and provides information to parents by providng information that encourages and develops communication skills and cross-cultural understanding, respect and appreciation with the school, home and community translation of documents. |
| 3 | Title II | Professional development resources are available to all schools through Title II funds. |

**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 | Notice will be created inviting parents to attend the Title 1 Annual Parent Meeting | Title I Parent Involvement Contact | September | Copy of Invitation |
| 2 | An agenda, handouts, and sign in sheets will be created. | Title I Parent Involvement Contact and Principal | September | Copy of agenda and handouts |
| 3 | The invitation will be sent home with students, information will be posted on website. | Classroom teachers | September | Copy of agenda and screenshot of website |
| 4 | Meeting will be held in MPR. Title I program will be explained to parents | Director of Title I | September | Parent Sign-In Sheets |
| 5 | The PIP draft will be reviewed and evaluations will be handed out. | Title 1 Parent Involvement Contact | September | parent Sign -In Sheets and PIP evaluations |
| 6 | Parents wil be asked to return the evaluation forms to school | Parents and Title I Parent Involvement Contact | September | PIP Evaluation Forms |

**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:** Suwannee Middle School will offer a flexible number of meetings throughout the school year. These meetings will be offered in the mornings and evenings. Breakfast food items will be provided for those meeting in the morning, such as the Welcome to SMS Breakfast. Other food items will be provided for those meetings in the evening, such as Getting to Know Your School Night. Off campus community outreach will be offered throughout the year, during the day and in the evenings. These community outreach meetings will be held in several local churches and local businesses within our community. |

**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 | 6th grade Open House | Kim Jennings | When parents and schools work together and communicate effectively, there will be an increase in student achievement. | August 13, 2015 | Parent Sign -in Sheets |
| 2 | 7/8th grade Open House | Kim Jennings | When parents and schools work together and communicate effectivelly, there will be an increase in student achievement. | August 14, 2015 | Parent Sign-in Sheets |
| 3 | Watch DOGS Orientation | Kim Jennings | When parents and schools work toether and communicate effectively, there will be an increase in student achievement. | August 25, 2015 | Parent Sign-in Sheets |
| 4 | Welcome to SMS Breakfast | Kim Jennings | When parents and schools work together and communicate effectively, there will be an increase in student achievement. | August 28, 20156 | Parent Sign-In Sheets |
| 5 | Internet Safety Family Night | Kim Jennings | When parents and schools work together and communicate effectively, there will be an increase in student achievment | September 22, 2015 | Parent Sign-in Sheets |
| 6 | Getting to Know Your School Night | Kim Jennings | When parents and schools work together and communicate effectively, there will be an increase in student achievement | October 15, 2015 | Parent Sign-in Sheets |
| 7 | Elective Parent Night | Kim Jennings | When parents and schools work toegether and communicate effectively, there will be an increase in student achievement. | March 15, 2016 | Parent 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 | Information on effective parental involvement and communication will be provided to school personnel | Kim Jennings | When parents and schools work together and communicate effectively, there will be an increase in student achievement | 2015-2016 school year | Parent Sign-in Sheets |
| 2 | Staff will be povided with training in the areas of the importance of parental involvment, guilding ties between home and school and communicating and working with parents | Kim Jennings | When parents and school personnel work together, student achievement increases | 2015-2016 school year | Copies of materials shared |

**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:** Resources for parents will be available for checkout through the media center. The media center will be open during parent involvement events either in the morning or in the evening for parents to check out materials. Classroom teachers will provide materials for parents to use at home with their children as needed. |

**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:** Information about Title 1 programs will be presented at the Title 1 Annual Parent Meeting and at School Advisory Council Meetings. Information will also be posted on the Suwannee Middle School website and facebook page. Flyers will be sent home inviting parents to parent involvement activities and other school events. This information will also be posted on the website and facebook page.    A description and explanation of the curriculum, assessments and proficiency levels students are expected to meet will be posted on the school website. Parents will be invited to participate in parent conferences throughout the school year. Teachers and parents can also communicate by phone, email and through the use of the student agenda. |

**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:** Interpreters and translated documents for parents will be provided as needed. Services for disabled parents will be provided as needed. All invitations and flyers will be sent home in the language that is primarily spoken at home, such as Spanish and Chinese as needed. |

**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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| [Uploaded Document](file:///\\storage\users\kimberly.jennings\ADMIN%202014-2015\Parent%20Involvement\fileUploads\610051_2015-2016_uploadEvidenceParentInput.docx) |

**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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| [Uploaded Document](file:///\\storage\users\kimberly.jennings\ADMIN%202014-2015\Parent%20Involvement\fileUploads\610051_2015-2016_uploadCompact.docx) |

**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** |
| 1 | Title 1 Parent Breakfast/Meetings | 6 | 58 | When parents and schools work together and communicate effectively, there will be an increase in student achievement |
| 2 | Title 1 Curriculum Nights | 2 | 30 | When parents and schools work together and communicate effectivelly, there will be an increase in student achievement. |
| 3 | Honor Roll Awards Assemblies | 3 | 97 | When parents and schools work toether and communicate effectively, there will be an increase in student achievement. |
| 4 | End of Year Awards Assemby | 1 | 157 | When parents and schools work together and communicate effectively, there will be an increase in 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** |
| 1 | Information on effective parental involvement and communication will be provided to school personnel | 2 | 26 | When parents and schools work together and communicate effectively, there will be an increase in 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** |
| 1 | Economically disadvantaged and homeless families lack involvement in school sponosred events | The school will provide parent resource tables at the first home sporting event throughout the 2015-2016 year. |
| 2 | Economically disadvantaged and homeless families lack involvement in school sponosred events. | Community outreach opportunities will be provided throughout the 2015-2016 school year where school employees will go to various job sites within the community to meet with parents while at work. |

**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** |