

PORT CHARLOTTE MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Maria Gifford , 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: Port Charlotte Middle School's parent involvement mission is to partner with our families and community to enable our students to have a successful school experience.

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: Port Charlotte Middle School recognizes the importance of parental involvement in the successful education of our students. Our number one goal for this year is to develop, with the help of our parents this year, a successful and sustainable plan to involve more parents in the future. We will establish a way to train new members as members move out. Our Achievement and Family Associate and leadership team will work closely to layout a road map of success. Since we are in our second year of Title I we will build on what we started during our first year. A parent call was made to invite and attract parents interested in joining our Parent Involvement Team. As our road map begins to take shape we will update this document. We will consider this a living document. We will create a Parent Involvement committee and invite members to attend the Parent Involvement Conference in Nov. The committee will consist of an administrator, teachers, parents, Achievement & Family Associate, and instructional coach. PIPT members attended the PIPT training day on May 1, 2015 to review and revise last year's PIP and Compact. Best practices in family engagement to increase student achievement, school website, ELL strategies, and use of Title I Parent Involvement funds were discussed. All meeting agendas, sign in sheets, and minutes will be maintained in the Title I monitoring files. We will also have a Parent Involvement Committee meeting once a month.

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 1, Title III, Title X	Family Center will be open every Thursday morning from 8:00-9:30 for Power Hour - A variety of topics will be offered to help parents help families, including ELL families, their child be successful
2	Title 1, Title III, Title X	Through SAC meetings we will conduct 3 Family Nights - "How to Help Your Middle Schooler", New Florida Standards, 6th Grade Riser Night/Open House
3	Title 1, Title III, Title X	Each quarter we will invite parents to attend their child's honor roll assembly
4	Title X	Community resources available to homeless families
5	Title 1, Title III, Title X	Connect students and mentors with their parents to achieve students success

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	Annual Title I Parent Meeting held in conjunction with pre-school open house	Admin Team/ Chris Dollinger	August	Agenda, Sign-in sheet, Title I survey
2	Parent call advertising the Annual Title I Parent Mtg.	Admin Team	August	Copy of the message

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: We will offer our parents the Family Center in the morning and the afternoons. We will also look at some evening activities that will accommodate our parents who are not able to come in the morning. Our Family Nights will be held in the evening in conjunction with our SAC meetings. Our monthly PTO meetings occur in the morning once a month. Most Family Center packets or flyers will be added to our website for parents who are not able to attend the Family Center. Our PIPT meetings will occur once a month in the mornings which is most convenient for our PIPT members.

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	Family Center	Diane Lanovara	Topics on how parents can help their child	Every Thursday AM	Flyers and handouts
2	Parent Institute link on website	Kim Newhouse	Increased student achievement	All year	Website
3	Florida Assessment Parent Meeting	John LeClair/Susan Kickbush	Knowledge of assessment	Fall	Agenda and handouts
4	Communication- Parent calls, website, Twitter, electronic marquee	Leadership team	Improved communication	All year	Notes, website, agendas, etc.
5	Family Engagement Conference in St. Pete	Title I District Office	Learning ways to increase student achievement	Nov.	Conference Agenda, survey
6	PIPT	LeClair	Increase student achievement	Ongoing	Agendas, sign-in, minutes
7	SAC Meetings	Gifford	Increase parent involvement	Monthly	Agendas, sign-in, minutes
8	Family Night - What Your Middle Schooler Needs from You	Mary Jo Knarzer	Increase student achievement	Nov.	Agenda, sign-in
9	Family Night - High school counselors present information on registration process and scheduling	SAC	Knowledge of the scheduling process	Jan.	Agenda, sign-in
10	Present information to parents of incoming 6th graders during end of the year SAC mtg	Leadership team	Knowledge of middle expectations and schedules	End of the year	Agenda, sign-in

11	Plan/Investigate 5th grade field trip to tour PCMS	Leadership Team	Become familiar with their new school and expectations	End of year	Schedule, agenda, minutes
12	Visit elementary schools to share information on schedules	Leadership team	Students will be familiar with the scheduling process and learn expectations	End of year	Agenda, handouts, sign-in
13	Diane Lanovara will visit other family centers for ideas	Diane Lanovara	Increase parent involvement	Monthly	Agendas and Information from Family Centers
14	District PIPT Training Day	Title I District Office	Increase student achievement	May 2016	Agendas, sign-in, minutes

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 Informational Meeting	Chris Dollinger	Knowledge of Title I services	August	Agenda, Sign-in sheet, Title I survey
2	Monthly Parent Involvement Team Meetings	Diane Lanovara, John LeClair	Parent Involvement opportunities	Monthly	Agendas, sign-in sheet
3	Faculty Meetings	Leadership Team	Increased knowledge of Title I	All year	Agendas, handouts, sign-in sheets
4	PIPT	Title I Staff, Leadership Team	Increased knowledge of Title I	As needed	Handouts and agendas
5	Family Engagement Conference	Family Achievement Associate and parent	Increase parent involvement	Nov.	Agenda, survey
6	District PIPT Training Day	District office Title I Team	Increase student achievement	May 2016	Agendas, notes. sign-in

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: Family Center, Family Nights, Back to School Open House, Honor Roll Assemblies, Band and Chorus Concerts, Middle School Sports Program, Dairy Queen Spirit Nights, Chick fil-A Spirit Nights, 6th Grade Riser Open House, 6th Grade Riser parent Mtg. w/ SAC at Elementary Schools, documentation of activities will be maintained in the Title I monitoring file, Activities will be coordinated through the PIPT and SAC

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: Weekly parent calls, website, monthly newsletter, Twitter, electronic marquee, Remind updates, District Parent guide/Calendar, flyers for parent involvement activities, information for new FL Standards and FSA, documentation is maintained in Title I file, unsatisfactory comments will be submitted to Title office, During the Title I annual meeting Title I information will be shared, "We Are A Title I School Read All About It", Binders are located in the front reception area and in the Family Center

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: Weekly SchoolsConnect calls, flyers translated in Spanish, provide interpreters for parent conferences, Parent Institute on website in English and Spanish, Parent survey data report available to families, Parent with disabilities can access our website, Translators provided on request for family activities, Packets of information are given to new families when they register

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:
☒ Not Applicable

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
1	Parent Power Hour	9	40	Parents learn ways to support their student academically and socially
2	Annual Title I Meeting (Open House)	1	12	Parents learn about the Title I program
3	FSA Informational Parent Night	1	10	Parents learn about the new state testing so they can help their student succeed
4	What Your Middle Schooler Needs Parent Night	1	8	Parents will help students adjust to middle school
5	High School Orientation Parent Night	1	18	Students will be more prepared for high school
6	Check and Connect breakfast	1	2	Learn about the new mentoring program
7	Book Fair at Books A Million	1	38	Promote reading habits
8	District PIPT Training Day	1	5	Family Engagement to increase student achievement
9	Family Engagement Conference	1	2	Building capacity for family engagement to increase student achievement
10	School PIPT Meetings	5	5	Building capacity for family engagement to increase 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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	District PIPT Training/Planning	1	5	Revise/update Parent Involvement Plan
2	School Level Training	2	50	Knowledge of Title I and Collaboration on the plan
3	Parent Involvement Conference in St.Pete	1	5	Collaborate and Learn About New Strategies
4	School PIPT Meetings	2	5	Revise/update Parent Involvement Plan
5	Title I Achievement and Family Associate PLC	10	1	Increase in family engagement to impact 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Getting parents to participate in before and after school activities	Offer morning and evening times

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
1	Building the Capacity of Schools	Conducted a 6th grade riser parent night. Also conducted 6th-8th open house before school started
2	Effective Communication	School newsletter, Twitter, Website, parent calls, school newspaper