

BARTOW MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Leigh Anne Cooley, 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: District and School-based Title I Parent Involvement Programs in Polk County will strive to build relationships to create real family engagement for every child, every family, every teacher, every day.

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: Bartow Middle School will provide workshops to help our parents and students become more successful academically and socially in our community. A schedule of these workshops can be found on our school website at: <http://schools.polk-fl.net/BMS/> Parents will be asked for suggestions as to the spending of the mandatory 1% of the Title I Budget for Parental Involvement then the final decision will be approved by the School Advisory Council.

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 I, Part A	Bartow Middle School will use their Title I funds to provide supplemental instructional resources and interventions for students with academic achievement needs. Title 1, Part A, support provides after-school and summer instructional programs, supplemental instructional materials, resource teachers, technology for students, professional development for the staff, and resources for parents.
2	Title 1, Part C Migrant	Migrant students enrolled in BMS will be assisted by the school and the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP Teacher Advocates monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home -School Liasons provide support to both students and parents in locating services necessary to ensure their academic success.
3	Title 1, Part D	Provides Transition Facilitators to assist students with transition from Department of Juvenile Justice (DJJ) facilities back to their zoned school. The Facilitators communicate with Guidance Counselors to facilitate the transfer of records and help with placement.
4	Title II	Title II funds provide professional development resources. School Technology Services provide technical support, technology training, and licenses for software programs. BMS has used Title II funds to purchase research based books on specific topics related to student development for our teachers.
5	Title III	Title III provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional development opportunities for the staff.
6	Title X-Homeless	The Hearth program, funded by Title X, provides support for homeless students. Title I provides support for this program, and many other activities through the Hearth Program.
7	Adult Education	Students are provided with information related to adult education options upon request.
8	Violence Prevention Programs	Title IV provides violence and drug prevention programs in schools in order to promote a safe school environment. Examples of programs include anti-bullying, gang awareness, drug awareness and etc.
9	Nutrition Programs	This school is a location for the summer feeding program.
10	Career and Technical Education	Career education instruction is incorporated into all elective classes and specific academic courses. Students in grade 7 will use the Choices Planner curriculum to access their skills and take a career interest inventory. Students in grade 8 will complete a four year high school plan in conjunction with the Choices information. BMS offers many insights into future careers for students through our elective classes (Pre-med, art/digital design, drama, orchestra/stings, agriculture, ITV, etc.).

11	State and Local funds	District and State curriculum coaches develop, lead and evaluate school core content standards/programs
12	Housing Programs	Students with housing needs are referred to the Hearth Project personnel.

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	Develop Agenda, handouts and PowerPoint to address required components.	Title I Interventionist	September	Copy of agenda, sign-in sheets/evaluations, Power Point presentation and handouts.
2	Send home invitation in advance of meeting.	Title I Interventionist	September	Copy of flyer sent home, website, marquee
3	Reminder of Annual Meeting on Marquee	Title I Interventionist	September	attendance at event
4	Flyer reminder of event	Title I Interventionist	September	attendance at event
5	Coordinate other events at school that evening	Administration/Faculty	September	Open House documentation
6	Sign-in sheets	Title I Interventionist	September	documentation in TASK file
7	Set dates/times for absent parents to discuss meeting with Title I Facilitator/Leadership Team	Title I Interventionist/Leadership Team	Sept. 22-23, 2015	letter home/documentation in TASK file/website
8	Educate Parents on PIP, Summary Brochures, and Compact	Title I Interventionist	September	documentation in TASK file
9	Develop event evaluation	Title I Interventionist	September	documentation in TASK file

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: Annual Title I Meeting, Parent Education Nights and Parent Workshops will be offered with flexible days and times made available for absent parents to meet with the Title I Interventionist/Leadership Team to discuss the information that was missed. Alternative dates/times of events will be listed on our school website. Barriers of transportation, child care, and language will be considered and addressed as needed and as funds are available.

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	Assessments discussed during individual conferences	Teachers & Counselors	Illustrates assessment performance allowing for expectations and goal to be developed	Throughout the year	Conference Logs
2	Open House	Teachers & Administration	Helps develop relationship with teachers and parents learn expectations	September	Evaluations & Sign-in sheets
3	Sending home Compact, PIP, PIRC resouces	Title I Facilitator	Informs parents of expectations	November, with first report carrds	Title I Parent Survey & evaluations
4	Communicate with 5th grade teachers and parents	Title I Facilitator	Informs parents of school functions and develops readiness	Fourth quarter of school year	Parent evaluation
5	Newsletter	Title I Facilitator	Keeps everyone up to date on events	Monthly	Surveys & attendance at events
6	Math/Reading/FCAT Workshops	Support Staff & Title I Facilitator	Increases parents knowledge of ways to help their child	Throughout the year	attendance at events
7	School Website	Administration	Keeps parents informed and resources available along with a away for parents to provide feedback through our suggestion box.	Throughout the year	Parent evaluation
8	Connect-ed Messages	Principal	Parent awareness of ongoing events	Throughout the year	Parent evaluation
9	Open Media Nights	Media Paras/Title I Facilitator	Emphasis on the importance of reading	Various dates throught the year	Parent evaluation
10	School Marquee	Title I Facilitator	Help to keep parents informed of parental involvement activities	Throughout the year	Sign-in sheets at parental involvement activities
11	Testing Night	Leadership	Inform parents of which tests each grade level needs and what is required for progression.	Spring	Parent evaluation
12	Transistion for 8th graders	Leadership	Prepares 8th graders and their famlies for attending high school next year	Spring	Parent /Student evaluation

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	Effective Parent Teacher Conferencing	Title I Facilitator	Better communication between teachers and parents.	Throughout the year	Conference logs/Evaluations
2	Effective Communication & Customer Service Training(if available)	Title I Facilitator	Making parents and visitors feel more welcome in our front office	Throughout the year	Parent feedback & evaluation
3	Staff Development	Title I Facilitator	Improve ability of teachers to work more closely with parents & students from different cultures and socio-economic backgrounds and parent relationships in general.	Throughout the year	Parent/teacher evaluations
4	Dual CapacityDr. K Mapp	Leadership	Improve capacity of teachers.	Throughout the year	Student success
5	Cornell Notes	Leadership	Gives students an organized way to record information.	Throughout the year	Student success

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: Parent Resource Brochures, full of free information for parents on various topics, is located in the front lobby of our school. Our school website has a suggestion box and links to District Title I Resources, a listing of the Title I Parent Resource Center Locations along with the Parent Instructional Resource Centers. Parent Education Nights are scheduled and designed to show parents ways to help their child with Math, Science, Reading and Testing Skills. Furthermore, volunteers will be solicited and encouraged to take part in helping to improve the quality of instruction, engagement, and achievement of our students. Parents are also encouraged to serve on committees, such as the SAC committee.

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: At the annual meeting in September, parents will view a PowerPoint explaining District/School Title I, PIP, and Compact. Title I Summary Brochures and Compact will be sent home with every child attached to first Report Card in November, 2015. There will be an opportunity during the annual meeting for parents to learn how they can become more involved with the school. Additional time will be given so that

parents can have an opportunity to visit classrooms and receive expectations from teachers. At the conclusion of the event, a time will be allowed for questions and evaluations to be completed. The Title I Facilitator will retain the agenda, parent sign-in sheets, and parent evaluations of the event for the TASK file. Parents will be informed of curriculum and assessment expectations and procedures through Open House, parent/teacher conferences, interim reports, Progress Monitoring Testing and State Assessment/FCAT reports, newsletters, and through the school website. Suggestions and concerns from parents are always considered and acted upon as necessary and needed. A parent suggestion box is available on our school website. All parent involvement meetings are advertised and documented in the Title I TASK file.

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: We communicate information to parents through our school website, newsletters, emails, school marquee, connect-ed phone calls and letters/flyers. Documents are sent home in English and Spanish. (Haitian Creole is made available as needed) Interpreters will be included when requested in advance for all parental involvement activities. The school is equipped with ramps and accessible rest rooms for people with disabilities. Intercoms, microphones and speakers are always used at all events. Child care will be considered and made available as needed. Pertinent Title I and Parent Involvement information can be found in the PI Notebook in the front office. Parents are always welcome to phone or visit the school to request information or share ideas and comments.

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	Parents participate in development of Parent Involvement Plan and Parent-Student Compact.	Title I Facilitator/Administration, Support Staff	Involve parents in their child's education	Continual throughout the year
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Through Parent Nights advise parents of ways to encourage other parents to be involved with school	Administration/Responsible Staff/Title I Facilitator	Involve parents more in their child's education	Throughout the year
3	Maximizing parental involvement and participation in their	Parents will be asked for input on scheduling of	Administration	Improve the ability of	Continual throughout the year

	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)];	school events and meetings		parents to be involved	
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Inviting Businesses and Organizations to become involved with BMS	Administration	Increase the resources available to our students	Throughout the year

Upload Evidence of Input from Parents

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

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.

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.

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 Orientation Night	1	200	Informed parents translates into informed students.
2	Open House/Annual Title I Meeting	2	24	Informs parents of expectations and useful resources. Information of student progress is related.
3	Family Literacy Nights	1	9	Informs parents of school functions and develops their readiness to assist their child(ren) with strategies to accomplish home/schoolwork.

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	Teaching in the Block	1	70	Assisting teachers in strategies for teaching lessons in a block schedule to impact student achievement.
2	Information PD-- cPalms, lesson plans, standards	1	70	Assistance for teachers in locating lesson plans on cPalms, unpacking standards, and learning maps.

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	Economic Conditions	Combine events to lessen number of visits. Provide refreshments and resources to enhance attendance.
2	Convenient Scheduling of events	Offer different times for meetings, information in front office for parents, phone calls as needed, and information on school website.
3	Transportation	Combine events in hope that people can find transportation.
4	Language Barriers	Offer translation services.
5	Notification of Events	Use Connect-ed, newsletter, flyers, marquee to inform parents of events.
6	Child Care	Provide child care if possible.

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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