

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

I, Eileen Killebrew, 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:** McLaughlin Middle School and Fine Arts Academy will promote a school culture that increases student achievement and academic success through parent involvement activities such as tutoring, mentoring, and other engagement activities. Teachers and parents will partner to successfully facilitate the learning process of students, ensuring a successful transition to high school and beyond.

Polk County Family Involvement Mission Statement:

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.

Mission Statement McLaughlin Middle School and Fine Arts Academy:

Our Mission is to educate and inspire all students through the arts.

Polk County Mission Statement:

The mission of Polk County Schools is to provide a high quality education for all students!

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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:** Parents are invited through various forms of communication to attend meetings throughout the year including the school website, newsletters, and information posted on marquee board. During our April 14, 2015 School Advisory Council (SAC) meetings, guided discussion questions were used to introduce and gather input pertaining to the Parent Involvement Plan (PIP), Summary and Compact. Parents and staff present discussed changes, deletions and revisions to the Plan, Summary and Compact. The final documents were produced and approved by parents and staff members in attendance at our May 12, 2015 SAC meeting. Agendas and minutes are on file. Ongoing meetings will be held throughout the 2015-2016 school year for additions, deletions and revisions to future School Parent Involvement Plans, and Compacts and in the decisions regarding funds for parent involvement. Our SAC, which includes parent participation determines how our 1% of Parent Involvement Funds will be spent throughout the year.

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## 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	The Title I funds provide supplemental instructional resources and intervention for students with academic achievement needs. This program supports before and after-school tutoring, supplemental instructional materials, resource teachers, technology for students, professional development for the staff, and resources for parents.
2	Title One, Part C- Migrant	Coordinate with District Title I Migrant Liaison to recruit and provide proper services for migrant families and the student.
3	ELL- English Language Learners	Services and assistance are provided to students and parents who are English language learners.

4	Title I, Part D	Transition plans are created for Transitional Facilitators to assist students with transition from Department of Juvenile Justice facilities back into their zoned school. The Transition Facilitators communicate with the Guidance Counselors at school to facilitate the transfer of records and appropriate placement.
5	Parent Outreach Program	Guidance counselors collaborate with Outreach Liaison, who partners between the home and school and helps set both short and long term goals for students.
6	IDEA- Individuals with Disabilities Education Act	Parents are informed of parent and student rights under the Individual with Disabilities Act when they are notified of and during individual Education Plan meetings.
7	Title II	Professional development resources are available to all schools through Title II funds. In addition, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title II-D funds as made available.
8	Title III	Title III provides supplemental resources for English Language Learner's (ELL) and their teachers in Title I Schools, as well as professional learning opportunities for school staff.
9	Violence Prevention Programs	Instructional prevention programs, such as anti-bullying, gang awareness, health and safety lessons, etc., are conducted to promote a safe school environment.
10	Housing Program	Students with needs are referred to the Homeless Student Advocate.

## 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	Invitation, Notification, Agenda, Sign in sheets	Administration, Interventionist, and PI Contact	September 2015	Sign in sheets and Evaluations
2	Discussion of Compact / Parent Involvement Plan / School Improvement Plan	Interventionist	September 15, 2015	Sign in sheets and Evaluations
3	Discussion of curriculum/State Assessments	Administration	September 15, 2015	Sign in sheets and Evaluations
4	Barriers: childcare, translation, transportation	Administration and Staff	September 2015	Evaluations
5	Parent Input/Evaluations	Interventionist	Ongoing	Sign in sheets and Evaluations

## 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:** Meetings in addition to the Annual Title 1 Meeting will also be provided at flexible times and dates for the parents' convenience. These meetings include Orientation, School Advisory Committee (SAC), parent conferences and scheduled parent involvement events throughout the school year. Parents can also meet with teachers before school and during teacher planning to participate in decisions relating to the education of their children, and to respond to any concerns or suggestions. Services

such as translation may be offered at selected meetings and will be provided if a parent indicates a need. In addition staff members can be contacted through email or through student agendas.

## 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	Orientation	Staff, Resource Team, and Administration	Provides parents with classroom and school expectations, curriculum, and tour of campus.	September 15, 2015	Parental/student attendance, Sign-in sheets, and Evaluations
2	Dads Bring Your Child to School Day	PI Contact, Interventionist, and Title I Coordinator	Help build closer relationships between father/mentor, child and school while learning how to get involved	September 30, 2015	Parental/student attendance and Evaluation response
3	Morning with Mom	PI Contact, Interventionist, and Title I Coordinator	Help build closer relationships between mother/mentor, child and school while learning how to get involved	October 2015 & February 2016	Parental/student attendance and Evaluation response
4	Parent Resource Center	Parent Involvement Contact and Title I Coordinator	Provides resource and information for parents about helping their child in all academic areas.	Ongoing 2015- 2016	Use of center, Sign-in sheets, and Evaluations
5	Parent Internet & Cybernet Safety Night	Parent Involvement Contact and Title I Coordinator	Help inform parents of the importance of internet safety and its guidelines.	November 2015 & May 2016 (TBA)	Parental/student attendance and Evaluation response
6	Transition to Next Level	PI Contact, Interventionist, and Administration Team	Ensure student readiness and expectations of next level. Students and parents will learn what programs are available and how to make successful transition.	April 2016- June 2016	Parental/student attendance and Evaluation response
7	SAC & Parent Leadership Team Meetings	Parent Involvement Contact & Leadership Team	During the year the School Improvement Plan is revisited several times to ensure strategies and	September 2015 - June 2016 (One per nine weeks at	Administration/Staff/Parents and Community feedback

			actions are providing desired outcomes.	flexible day and time)	
8	Academic Workshops	Subject Area Teachers	Effectively help increase student achievement. Parents will be provided with FSA curriculum information and expectations for the middle school grades 6th-8th.	January 2016, other dates (TBA)	Parental/student attendance, Sign-in sheets, and Evaluations
9	Awards Night	Staff, Resource Team, and Administration	Provides quality time for parents to celebrate their child's accomplishments throughout the year.	May-June 2016	Parental/student attendance, Sign-in sheets, and Evaluations
10	Parent/Teacher Conferences	Teachers involved & Guidance	Provides parents with vital information regarding student academics, events, deadlines, and tips for students success.	Ongoing 2015- 2016	Conference forms, Parent Feedback & Attendance
11	Newsletters, School Website & Connect-Ed Messages	Staff and Administration	Creates parent awareness of school events, available resources & other important information	Monthly	Surveys & Attendance at events
12	Parent Portal	Tech Manager & Staff	Increases parent's awareness of their child's attendance & monitoring of grades	Ongoing 2015- 2016	Comments of parents and Evaluations

## 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	Family Friendly Schools	District Office Human Resource	Implement family friendly strategies and provide positive customer service.	Ongoing	Positive feedback
2	Differentiated Instruction	AIF Coaches	Exemplary strategies used to help increase achievement.	Ongoing	Show proficiency & increased test scores
3	Volunteer Training	Parent Involvement	Tutoring, mentoring, chaperoning, and classroom assistant	Ongoing	Decreased behavior, improved grades and attendance, 5-Star & Golden School Award Recognition
4	Mentoring Program	Parent Involvement	Positive role models, tutor, chaperone and classroom assistant	Ongoing	Decreased behavior, improved grades and attendance, 5-Star & Golden School Award Recognition

5	Business/Community Partnership	Program/Business Partnership Coordinator	Provide academic services to help improve student achievement	Ongoing	School, Business & Community Involvement
6	Comprehension Instructional Sequence Model	District Office	Increase learning gains in all grade levels	Ongoing	Students perform at the proficiency level based on the District and State Assessments.
7	Reading/Reading Advantage What's Happening	District Office & AIF Support	Increase learning gains in all grade levels	Ongoing	Students perform at the proficiency level based on the District and State Assessments.
8	Working with Diverse Parents	District Office Human Resource	More effective communication between staff and parents	Ongoing	Positive feedback
9	Collaborative Planning	Department Chairs	Unpacking FSA standards and ensuring lessons are aligned with pacing maps and standards	Ongoing	Increased student achievement

## 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:** McLaughlin's Parent Resource Center provides parents with the following informational materials and resources to check-out for home use - Parental Series Videos, Booklets, and VHS tapes.

Parents are informed of activities via monthly newsletter, marquee board, connect ed messages, and the school website. Some of the activities planned include computer/Parent Portal classes offered to parents, academic workshops attended by parent and child during Breakfast/Dinner Academic Workshop and Academic Bowling Parent/Student Night Out.

## 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 - Information about the School Parent Compact and the School Parent Involvement Plan are explained during the Annual Title 1 Meeting, provided on the school website at <http://mclaughlin.polk-fl.net/> under Title I. Additional information can be obtained by contacting (863)678-4233.

In order to provide parents timely information about programs, curriculum, assessments, and achievement expectations, McLaughlin Middle will provide a variety of means of communication. Parents will be notified using the school website, Connect-Ed, flyers, meetings, curriculum documents, progress reports, standardized assessment reports, e-mails, student agendas, and individual parent conferences. Progress monitoring exams are given three times a year in Math, Reading, Science and Writing through a District implemented program. Florida State Standards testing is conducted in the spring. In addition, parents can monitor grades using the Parent Portal system by going to our school website <http://mclaughlin.polk-fl.net/>, and by requesting parent/teacher conferences using student agendas, e-mails or phone calls to the teachers or Student Services department. For parents who do not have access to the internet, the school will provide interim reports the week of Sept. 24-25, 2015; Dec. 7-11, 2015; Feb. 29- March 4, 2016; May 9-11, 2016, and report cards the months of Nov. 10, 2015; Feb. 4, 2016; March 4, 2016 and June 10, 2016. Teachers routinely contact parents on an individual basis to communicate their child's progress. All notes and pertinent communication sent home is available in Spanish for our non- English-speaking parents. A translator is available to translate notes and is present for individual parent meetings as needed.

Parents and the community are strongly encouraged to attend and participate in the School Advisory Council (SAC) and Parent Engagement Teams. Through your participation, we will be able to work closely to ensure success for students, the community and our school. Meetings will be held throughout the year at various times. Parents will be informed of meetings via one or more of the following methods: flyers, Connect-Ed messages, or website. During those meetings, parents receive information on school discipline, grades, Annual Measurable Objectives (AMO), Title I, Parent University, PIRC, parent involvement and school activities. A school survey will be provided and collected at every parent activity focused on building capacity. In addition, parents are encouraged to contact the school with concerns or to share suggestions.

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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:** Eleven full-time staff members are bi-lingual to help translate for limited English proficiency parents and students. McLaughlin's Title I office and the District Office provide educational materials needed to meet the needs of parents with limited English proficiency.

Title I Migrant is an additional program made available to meet the parent and student needs through a Migrant Liaison.

During Orientation, the Annual Meeting and Parent Involvement academic workshops translation is provided by a full-time ELL teacher using the "talking system" to translate.

Parents are given the opportunity to get involved in the educational decision making process of their child's education by taking part in in the school's School Advisory Council (SAC), Parent Teacher Organization (PTO), District Parent Advisory Team (D-PAT) and Parent Team.

All parental information sent home via flyer, website, and School Messenger System will consist of English and Non-English speaking languages to reach all parents. We will provide child care as needed.

Facilities are accessible with wheelchair ramps.

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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	Professional Development Trainings	Principal, APA, APC, SB Coaches, and Interventionist	The implementation of the Florida State Standards in Math, Reading, Language Arts, Science, Social Studies, and Writing. Strategies used to help increase higher order thinking skills.	Ongoing
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parent Academic Workshops	Interventionist & Parent Involvement Contact	Programs designed to show parents effective ways to build capacity with their child at home.	Ongoing
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parent Involvement Team	Parent Involvement Contact	Parents sharing the responsibility to help improve student achievement.	Ongoing

4	Maximizing parental involvement and participation in their 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)];	Parent/Teacher Conferences/Home Visits, SES - Tutoring & PIRC Information	Administration/Parent Involvement Contact/ SB Coaches & Parent Outreach Facilitator	Designed to help improve student achievement.	Ongoing
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Breakfast/Dinner Family Workshops	Parent Involvement Contact/SBC/Subject Area Teacher/Parent & Student	Fun family filled academic workshops designed to increase parental involvement within the school and home.	Ongoing
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Volunteer & Mentor Program	Parent Involvement Contact/Community-Business Partner Coordinator	Volunteers and Mentors help bridge the academic gap by helping improve a child's self-esteem, attendance, communication and behavior.	Ongoing

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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>
1	Parent Technology PM	0	0	Provide parents with educational website their child can use during their summer vacation.
2	Parent Technology AM	0	0	Provide parents with educational website their child can use during their summer vacation.
3	Science Parent Workshop, The Science Behind Bowling	2	27	Science standards and strategies shared with parents in the areas of Earth, Life and Physical Science.
4	Reading Language Arts Workshop	3	83	Main focus: Continuation of strategies used to help 8th grade students with the FCAT writes.
5	Language Arts Parent Workshop	2	74	Language Arts along with hands on activities shared with parents to help their child with writing while at home.
6	Math/Reading strategies Bowlin Night Out Workshop	2	44	Math/Reading strategies provided to help increase content knowledge while at home
7	Annual Title I Meeting	1	85	Parents become aware of available resource for them and their child

### **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>
1	Family Friendly School	1	38	Implement family friendly strategies
2	Differentiated Instruction Book Study	1	35	Strategies to meet needs through differentiated instruction
3	Vocabulary (New Standards) PD	3	18	Increase use of vocabulary strategies
4	Unpacking Standards PD	2	4	Teach to the full intent of the standards
5	Higher Order Thinking PD	1	10	Increase the rigor and critical thinking throughout the teaching and learning
6	Teach Like a Pirate (Student Engagement)	1	35	Increase student motivation and engagement

### **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	Lack of transportation for economically disadvantaged families	Budget funds for after school transportation

## 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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