

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

I, Rennina L. Turner , 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:** Andover Middle School believes that a partnership must exist between parents and staff. We will promote positive communication between the school and our students' homes that will strengthen the school, family, and community partnership. We further pledge to coordinate and build capacity for increased parent participation through enriching and engaging activities whereby parents can exhibit effective parenting skills that will provide stabilization in the home that will ultimately improve the achievement of Andover Middle School students success.

---

## 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:** Andover Middle involve parents in all aspects of our Title I programs. This is done by offering a flexible number of meetings and workshops to provide parents with the opportunity to develop, implement and evaluate various school programs. During the EESAC meeting, the School Involvement Plan (SIP) and Parental Involvement Plan (PIP) are reviewed and parents will serve on the EESAC committee monthly meeting to discuss EESAC and Title I funds.

---

## 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	Monthly Core Curriculum Meetings
2	Title I	Annual Parent Meeting
3	Title III	Services provided through MDCPS District Home Language Assistance program for ELL students.
4	Title III	The Food Service Program follows the Healthy Food guidelines as adopted in the District Wellness Policy
5	Title III	MDCPS District Safe and Drug-Free schools programs

---

## 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 Parent Meeting Notification	Principal, Assistant Principal, and CIS	September 2015	Flyers, Connect ED messages, Website
2	Annual Parent Meeting	Administrators, CIS	September 2015	Increase enrollment in parent volunteers
3	CORE Curriculum Meeting	Administrators, Academic Coaches, and Department Chairs	August 2015	Flyers, Connect ED messages, Website
4	6th Grade Student Orientation/Parent Information Meeting	Administrators, Teachers, PTSA	August 2015	Flyers, Connect ED messages, Website
5	Student Orientation/Parent Information Meeting	Administrators, Teachers, PTSA	August 2015	Flyers, Connect ED messages, Website

---

## 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:** To encourage parent participation, Andover Middle offers parents flexible meeting times. Some meetings include but are not limited to: Parent Academy meetings, Parent Portal, Monthly PTSA meeting, Monthly EESAC Meetings, Team Conferences and Monthly Curriculum parent night.

## 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	Home Visits	CIS	Attendance and Academic Achievement	Ongoing	Visitation logs
2	DATA Chats	Administrators, Teachers	Academic Achievement	Monthly	Sign-In Sheets
3	Parent Conferences	Team Leaders, Teachers	Academic Achievement, FCAT support	Ongoing	Sign-In Sheets
4	Parent Academy Resource Center	CIS	Attendance and Academic Achievement	Ongoing	Sign-In Sheets
5	Curriculum Parent Nights	Administrators, Department Chairs, and Teachers	Academic Achievement	Monthly	Sign-In Sheets
6	Magnet Parent Nights	Administrators, Teachers	Academic Achievement and Magnet Resources/Requirments	Quarterly	Sign-In Sheets
7	PTSA	Administrators, Teachers, Students, and Parents	Academic Achievement, Attendance, Resources, District/State Assessments, and Parent Academy	Monthly	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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Opening of School Meeting	Principal and Assistant Principals	Academic Achievement	August 20th and 21st, 2015	Sign-In Sheets

2	Faculty Meetings	Principal and Assistant Principals	Academic Achievement	On-going	Sign-In Sheets
3	Best Practices	Department Chairs, Teachers	Professional Development for staff	On-going	Sign-In Sheets, Agenda
4	District Professional Development Training	District personnel	Professional Development for teachers	On-going	Sign-In Sheets
5	School-site PD	PD Liaison	Student Data	Early Release	Sign-In Sheets, Agenda
6	Common Planning Sessions	Assistant Principals, Department Chairs, and Teachers	Professional Development for teachers .	On-going	Sign-In Sheets

---

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

**Response:** Andover Middle provides workshops to parents through the AMS Parent Resource Center and the District's Parent Neighborhood Center. Parents are also informed through our monthly PTSA meetings, EESAC and parent conferences.

---

## 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:** Andover Middle communicates with parents through Connect ED messages, school website, flyers, calendars, parent conferences and Parent Resource Center. Information communicated via the above, is utilized to inform parents about the curriculum, district assessments, student progress and various school activities. Parents are provided notification through monthly meetings.

---

## 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:** Andover Middle communicates with parents through Connect ED messages, school website, flyers, calendars, parent conferences and Parent Resource Center.

Written information is provided in multi-languages - English, Spanish and Creole.  
Students with limited English proficiency and Disabilities are provided assistance through District programs and in-house support from Teacher Leader and SPED Chairperson.

---

## **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.

<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/Student Activities	30	500	Academic Achievement
2	Parent Academy Resource Center	10	100	Student Achievement, Grades, and Portal
3	Parent/Team Conferences	250	550	Academic Achievement, Grades, FCAT support
4	Home Visits	2	2	Attendance and Academic 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)].

<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	Opening of School Meeting	2	100	Student Academic Achievement
2	Monthly Faculty Meetings	20	800	Student Academic Achievement and Assessment
3	Professional Learning Communities/Best Practices/Common Planning	64	65	Instructional Planning, Student Academic Achievement and Assessment
4	Professional Development	37	400	Instructional Planning, Student Academic Achievement and Assessment

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	Parents were not able to participate due to work schedule and child care.	Andover Middle School and the CIS will offer parent involvement activities before, during, and afterschool to accommodate parents/guardians.

### **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
-------	-----------------	-----------------------------

---