

LAKE ALFRED-ADDAIR MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Linda Ray , 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: Parents will be involved in giving their input, suggestions, ideas and recommendations concerning the Plan and Compact via feedback discussions and surveys. This method will continue for the 2013-2014 school year. In addition information is posted on the Title I bulletin board in the main office as well as on the school website. Parents will also meet on the School Advisory Council where information about, and decision-making on how funding for family engagement will be spent, particularly pertaining to the 1% expenditure criteria required by law.

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	IDEA-Individuals With Disabilities Act:	Parents are informed of parent and student rights under the Individuals with Disabilities Act during the annual Individual Education Plan meetings.
2	ESOL	Provide services to students who are English language learners and assisting parents by providing translators or translated documents in their native language
3	Title I	Create a partnership between families and school staff and hold training to assist parents with their needs

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	Audio/Visual Presentation of Title I information	Title I Facilitator	September 10, 2013	Number of Participants & Evaluation Survey
2	Audio/Visual Presentation of Title I Information	Title I Facilitator	October 12, 2013	Number of Participants & Evaluation Survey
3	Audio/Visual Information presented online	Title I/Parent Involvement	October 31, 2012	Tracking number of views

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: Family Engagement Meetings will be held in the mornings and evenings during the week and occasionally on weekends, in addition to the Annual Meeting will also be provided at different times.

Parents may arrange times to come, when it is convenient for them, to learn one-on-one if needed. Translators will be provided for Spanish speaking parents and Haitian-Creole speaking parents.

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	Parent Newsletters	Title I Facilitator / PI para	Provide information about upcoming events and helpful tips for parents	Monthly	Parent Survey
2	Sed de Saber	ELL Department and PIF	Help non English speakers to understand their child's work and help create more effective communication between the school and parent	Year long	Evaluation Survey
3	School/Home visits	School Social Worker	Increasing student attendance and home-school connection	Year long	Evaluation Survey
4	Incoming 6th Graders Parent Night	Assistant Principal & Title I Facilitator	Welcome & Instruction/Title I	May 21, 2014	Evaluation Survey
5	Parent Portal Workshop	Title I Facilitator and Translators	Increase school-student-parent communication	Year Long	Evaluation Survey
6	Annual Meeting	Title I	provide information about Title I	September 10, 2013 & October 12, 2013	Parent Survey & Evaluation Survey
7	Parent Information Resource Center	Title I / PI para	providing parents with information about how to help their child	year long	evaluation survey
8	Computer Training	Title I / Picaboo Staff	increasing parent expectations of students	November-February	Evaluation Survey

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	Classroom websites	Title I Facilitator	increase parent-teacher-student communication	year long	Surveys and conversations with parents & students
2	Excel Data Training	Title I Facilitator	increase teacher's ability to drive instruction based on student data	December 4, 2013	Surveys

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: Lake Alfred-Addair Middle School has a parent resource room with materials that parents may check out to help them participate in the education of their children. This room also includes computers which may be used by parents. Information packets will be made available to students that enroll later in the year with important information.

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, School Parent Involvement Plan and Annual Meeting are explained above in the section pertaining to the Annual Meeting.

Data chats with students and discussions by parents concerning their child's academic growth.

Participation in building the annual School's Parent Plan and compact

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:

Student progression is monitored with DISCOVERY Benchmark Assessments performed multiple times during the year. A score of 60% or higher is expected from students in order to be considered proficient. FCAT testing is conducted in the spring of the year. Students must score a 3 or higher to be considered proficient.

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education:

School Advisory Council meets monthly to discuss initiatives to enhance student performance. Parent workshops are held throughout the year where evaluation surveys are compiled and needed actions are taken based on responses. Parents are also asked to serve on the parent leadership team that meets as needed throughout the year.

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: Lake Alfred-Addair Middle School provides translators in Spanish and Haitian Creole. The school facility complies with Americans with Disabilities Act standards. Our school social worker is available for home visits, if requested.

Parent information will come home in multiple languages, as needed, and will be posted on the schools website. Monthly newsletters will be sent home as well as flyers. Students also have a semester planner that contains important school information.

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	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Improving current strategies by using Steven Constantino's research data	Title I Facilitator/Leadership Team	Student achievement increases when parents are involved with learning how to develop their child's home study habits	On-going. prep for implementation in 12-13
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Improving current strategies by using Steven Constantino's research data	Title I Facilitator/Leadership Team	School-community outreach and partnership cooperation help schools increase student achievement	On-going. prep for implementation in 12-13

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 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2012-2013 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 Newsletters	3	750	Provide information about upcoming events as well as educational tips
2	Morning Chats with the Assistant Principal	0	0	Inform parents of the curriculum and provide tips to help their student's achievement for home practice
3	Language Arts Parent Night	0	0	Preparation for standardized testing with parent awareness for home practice
4	Math & Technology Parent Night	0	0	Preparation for standardized testing with parent awareness for home practice
5	Winter Fest (Science Parent Night)	1	20	Preparation for standardized testing with parent awareness for home practice
6	Reading Parent Night	0	0	Preparation for standardized testing with parent awareness for home practice
7	Social Studies Parent Night	0	0	Preparation for standardized testing with parent awareness for home practice
8	Sed de Saber	10	30	Help non English speakers to understand their child's work and help create more effective communication between the school and parent
9	Welcoming School/Home visits	15	25	Instruct teachers and support staff
10	Incoming 6th Graders Parent Night	1	102	Welcome & Instruction/Title I
11	Bogo Books	1	5	increase students reading comprehension & fluency
12	Positive Parent Initiative	1	150	giving parents strategies to use to help their children be successful
13	Meeting over coffee	1	7	increasing communication between school-students-parents
14	Parent Portal-Spanish	1	6	increasing communication between school-students-parents
15	Parent Portal-Haitian-Creole	1	6	increasing communication between school-students-parents

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2012-2013 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	Effective Communication for Office Staff through faculty meetings	1	10	Making parents feel more welcome

Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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	Transportation	Held a meeting in an alternate location, closer to the parents
2	Language	translators in Haitian Creole and Spanish

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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	Effective Communication	Regular Monthly Newsletters sent with student & electronically
2	Increasing Parent Participation	increase use of google apps for parents to have anonymous input