

SOUTHSIDE MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Zeina Khanachet , 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: N/A

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: We have established a parent involvement committee that will assist us with the development, implementation and evaluation of the parental involvement plan, Title I application and the use of funds. Prior to and after the implementation of the Title I programs, we will hold a meeting with this committee to gather their input for improvement. We will notify the committee members two weeks in advance regarding this meeting date via email and a phone call.

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	Title 1 funds will be used for parent workshops to enhance their knowledge of academic strategies and purchase materials for parents to use with their children at home.
2	Title III	With the assistance of the ESOL office, we will enhance the parent's knowledge regarding ESOL strategies to assist their child. This activity will be held at 5:00-6:00 p.m.

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	Phone Calls to parents	Zeina Khanachet	October 9, 2013	Evaluation Results
2	Marquee	Johnny Bryant	October 1, 2013	Evaluation Results
3	Email	Diane Jackson	October 9, 2013	Evaluation Results
4	Title I Powerpoint presentation	Zeina Khanachet	October 10, 2013	Evaluation Results
5	Schoolwide Annual Parent Meeting	Angela Waldbillig	November 12, 2013	Evaluation Results

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: Based on input from our parents at SAC, PTSA and our Town Hall Meetings, our parent meetings will be offered at 5PM so that parents can pick up students from Team Up and attend meetings.

A few morning meetings at 8:45 will be used to provide some flexibility for our population.

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	Reading Night	Angela Waltbillig	Give parents strategies to assist in reading to help to increase in learning gains	December 2013	Sign In Sheet/Exit Survey
2	Science Night	Angela Waltbillig	Give parents strategies to assist in science strategies to increase in learning gains	February 2014	Sign In Sheet/Exit Survey
3	Report Card/Data Night	SarahBeth Glicksteen	Give parents data to make informed decisions on student progress	February 2014	Sign In Sheet/Exit Survey
4	Math Night	Tanya Thompson	Give parents strategies and websites to help increase learning gains	January 2014	Sign In Sheet/Exit Survey
5	ESOL Night	Tanya Thompson	Give parents strategies to help students at home	November 2013	Sign In Sheet/Exit Survey
6	Annual Title I Meeting	Zeina Khanachet	Give parents knowledge of Title I funding, programs and the right to know information	November 2013	Sign In Sheet/Exit 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	Improving Parent-Teacher Communication	Angela Waltbillig	Increase in student achievement by training teachers on better methods of communicating with parents	October 23, 2013	Sign In Sheet/Exit Survey
2	Oncourse Protocol	Zeina Khanachet	Increase in student achievement by empowering parents to use Oncourse	2013-2014	Sign In Sheet/Exit Survey
3	Sharing Data	Latoya Burton	Increase in student achievement empowering teachers to share data with parents	2013-2014 in PLCs	Sign In Sheet/Exit Survey
4	Bullying	Tanya Thompson	Increase student safety	October 23, 2013	Sign In Sheet/Exit Survey

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: Our parent resource center, which is located in our main office is open throughout the day, as well as evening until 7 P.M..

It will contain our current newsletters, parent conference request forms, access to the parent portal system,

resources regarding communities assistance (counseling, vision, dental, Full Service,

Needs Assessment and technology). Parents will sign in to use the area, and fill out optional surveys to assess the effectiveness of the area.

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 regarding our Title I programs will be housed in our parent resource center. Our curriculum guide, list of academic assessments, expected proficiency levels will also be available in the resource center. Our parents will be informed and invited regarding our meetings via our phone call system and email regarding our parent involvement meetings at least one week before the scheduled event.

Evidence will be placed in Title I Audit box.. flyers, sign in sheets, documents provided to parents, and phone log.

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: Information regarding our Title I programs will be housed in our parent resource center. Our curriculum guide, list of academic assessments, expected proficiency levels will also be available in the resource center. Our parents will be informed and invited regarding our meetings via our phone tree and email regarding our parent involvement meetings. The parent resources will be provided in the language to match the demographics (Nepali, Arabic and Spanish) of our student population. These documents will be translated by our ESOL paraprofessionals.

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:
X 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 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
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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
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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
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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
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