**Ft. King Middle SCHOOL Title I, Part A Parental Involvement Plan 2016-2017**

**Family Engagement/Parent Involvement Mission Statement – How will you increase family engagement?**

*Our primary mission at Ft. King Middle School is to find ways of enhancing each child's learning opportunities. We strive to work collaboratively with parents and families to nurture a love for learning and to help our students become lifelong learners. We believe that each child should be given opportunities to achieve and be successful and understand active participation by parents and family will help promote this success. We will work together to establish effective family-school partnerships. School and home must also work together to help ensure our students will achieve and succeed. We are committed to ongoing, two-way, meaningful communication to help facilitate mutual understanding and to stimulate student success.*

*Ft. King Middle School is committed to the success of students. We will work together with parents to monitor the effectiveness of our Parental Involvement and Title I Programs and to provide excellence in education. This policy will be promoted by the administrators, principals, and other school staff as we seek active participation by our parents.*

**Involvement of Parents –How will you involve parents in school decisions?**

*Our school has a School Advisory Council (SAC) consisting of parents, community members, and school staff. All parents are encouraged to become members of the SAC. Information about SAC is sent out to families by School Newsletters, SkyLert phone messages, and other appropriate means.*

*Members of the SAC will be determined by the balanced representation of the ethnic, racial, and economic community served at Ft. King Middle School. More than 50% of the SAC are parent (non-employee) representatives.*

*The SAC meeting reviews and makes revisions to the School Improvement Plan, the Parent Involvement Plan and the School Compact each year. SAC members will have input on how Title I and Parent Involvement funds should be used at Ft. King Middle School.*

*The Local Education Agency (LEA) has a District Parent Involvement Review Committee. School Advisory Council (SAC) chairpersons from each of the Title I schools and other involved parents along with School Parent Liaisons, Community Leaders, Title I Parent Involvement staff, and Title I Instructional Support Personnel make up this committee. The DPIRC brings recommendations to our school to help in planning for meaningful family engagement and parent involvement opportunities.*

**Coordination and Integration – How will you coordinate with Federal Programs?**

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| *Title I Part A* | *Our school receives Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I, Part A.* |
| *Title II* | *Staff and faculty members participate in district professional development opportunities.* |
| *Title III - ESOL* | *The administration will coordinate with Grants & Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language.* |
| *Title I Part C (Migrant)* | *The administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need.* |
| *Individuals with Disabilities Education Act (IDEA)* | *Our school coordinates with the ESE, Student Services Department of MCPS.*  *Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings.*  *Teachers and staff will follow the MTSS policies and processes.* |
| *Title X - Homeless* | *The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need.* |
| *Federal Nutrition Program* | *Our guidance department identifies families in need and coordinates “Food 4 Kids”—a weekend food backpack program providing nutrition supplements.* |

**Annual Parent Meeting – How will you develop an Annual Title I Informational Meeting?**

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| **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| *Develop agenda and establish date for Annual Informational Meeting.*  *Obtain power-point template from Title I Parent Involvement Staff.* | *Administration* | *August, 2016* | *Copy of Agenda*  *Copy of Flyer* |
| *Hold Annual Title I Parent Informational Meeting.* | *Administration* | *August 9, 2016* | *Sign in Sheets/* |

**Flexible Parent Meetings – How will you ensure that parents may attend school meetings/events/family engagement workshops?**

*Ft. King Middle School teachers and administration will ensure that family engagement workshops and meetings are offered at flexible times for parents and families.*

*Examples of flexible meetings and trainings at our school are:*

* *The school’s scheduled orientation, open house, and the Annual Title 1 Meeting are held in the evening or well-advertised in advance, which allows many of our working parents to participate.*
* *Parent Training and Family Engagement Workshops are presented in the day and at evening. Refreshments or a light meal is provided at each of these trainings/workshops. This allows busy parents to participate without missing work or having to prepare a meal for the family before coming to a school event. Childcare is also available for those who are in need of this service. Transportation will be offered to needy families so they may attend parent trainings or family engagement workshops.*
* *SAC meetings are scheduled at a time convenient to the SAC members. This will be voted on during the first SAC meeting in September.*
* *Student award ceremonies are presented during the school day at a variety of times on a quarterly basis.*
* *The Media Center is open before and after school hours for parents to participate in the book fair and use the school computers, when needed.*
* *Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as for teachers.*

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**Building Capacity – How will you build parent/family capacity?**

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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| AR Reading  Night/Literacy Night | Principal,  Professional Development Specialist,  Media Specialist | Literacy night for 6-8 parents will provide reading strategies that parents might use to benefit their child in the area of reading. The media specialist and PD Specialists will share ways with parents to help their child become better readers and through this training parents will become more engaged in their child’s daily reading habits ultimately increasing student’s fluency and comprehension strategies. | 11/2016 | Agenda,  Parent sign-in sheet,  Parent Evaluations |
| *Math Nights* | *Math Coach,*  *Math Teachers 6-8* | *By helping parents to learn strategies for solving real world mathematical applications, students in grades 6-8 will increase their mathematics scores on FSAs and LEOCEs.* | *9/2016* | *Agenda,*  *Parent sign-in sheet,*  *Parent Evaluations* |
| *District Family Engagement Workshop* | *Administration, District Parent Involvement Staff* | *Parents will gain knowledge of Florida State Standards in Reading, Writing and Mathematics. Parents/families will become more engaged with students school work and involved in students’ home work/practice. Scores in RWAs, FSAs, and LEOCEs will show an increased level.* | *February, 2017* | *Agenda,*  *Parent Sign-in sheet*  *Parent Evaluations* |

**Staff Training – How will you build staff capacity in parent involvement/family engagement?**

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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| *MTSS* | *District/ Principal/*  *Assistant Principal* | *Student Scores on District Learning Checks will increase.* | *August 2016-June 2017* | *TNL reports/Teacher sign-in sheets*  *Teacher documented Intervention.*  *Copy of PMP Schedule*  *Parent Signatures on the PMP paperwork.* |
| *School Parent Liaison Training* | *Administration,*  *District Title I Parent Involvement Staff* | *There will be an increase in parent involvement/family engagement. Students’ scores on FWAs, FSAs, and LEOCEs will increase.* | *Quarterly trainings, throughout the school year.*  *Parent Liaison will train staff members in building parent involvement/family engagement.* | *Numbers of parents participating in parent trainings, parent involvement events and family engagement workshops will increase.* |
| *Parent Portal* | *Principal/Assistant Principal* | *Student Scores on District Learning Checks will increase.* | *August 2016-June 2017* | *Teacher sign-in sheets*  *Parent Portal report (number of parents registered)* |
| *Florida Standards Trainings* | *Administration, Coaches, Lead Teachers* | *Training for teachers on the new FSA standards will result in higher achievement and proficiency on the FSA tests in grades 3-5th grade.* | *(Specific dates)*  *Follow-up trainings throughout the school year* | *TNL reports,*  *Teacher sign-in sheets*  *Agenda* |
| *Identifying the Gifted Child* | *Guidance Counselor* | *Teachers will identify gifted traits in students, communicate with parents and identify potential students for gifted screening.* | *All year* | *Teacher sign-in sheets,*  *Agenda*  *(Number of referrals for the gifted program will increase.)* |

**Other Activities – What other activities engage and involve parents in building capacity?**

* *Parent Resource Room - A Parent Resource Room is equipped with computers to allow parents/families to log on and register to the Parent Portal. A Parent Involvement Library gives information and suggestions on academics and behavior. The Parent Resource Room is maintained by the Parent Liaison and is open every school day from 8:30-4:00.*
* *A Parent-School Compact will be given out at the beginning of the school year that will outline expectations for parents, teachers, and administrators. Teachers will use/review (revise if needed) this Compact in discussions with parents concerning their child’s progress.*
* *Each child will use a planner that allows for written communication between the teacher(s) and parents.*
* *District Parent Surveys dates will be advertised on our school’s Marquee, website and by sending a note home in a timely manner. Parents will also receive information on the use of school computers if needed.*
* *The Title I Parent Resource Center on Wheels will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the Title I Resource Center on Wheels will be sent out via newsletter, Alert Now calls, and noted on marquee/website for all parents/families.*
* *Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the Teacher Check Out program that the Center offers.*
* *Home School Connection Newsletters will be sent home monthly (Beginning Reading –Pre-K-2, Science + Math-3-5, Middle Years – 6-8) and a link will be shared on the school’s website.*
* *Our school will hold an Open House Day in September, 2016 to increase parent awareness of the school and teachers' goals and expectations.*
* *Our school will recruit additional SAC and PTO members to help research available resources, school needs, and establish a year-long plan.*

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**Communication – How will you effectively communicate with parents/families in a timely manner?**

*Our school will share timely information about the Title I programs including 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. Initial information will be shared during the Title I Annual Meeting held in August 2016.*

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| *Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, phone texts, and emails in an attempt to reach parents who do not or cannot participate to seek input and increase involvement.*  *Home visits are provided by Social Services.* |

*All school information is disseminated through a monthly newsletter, the schools SkyLert calling system, as well as mass parent letter mailings. This is inclusive of those parents who did not attend planed events to ensure they receive all information.*

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**Accessibility – How accessible is your school to parents and families?**

*Our facility is ADA accessible.* *Parents with disabilities are regularly invited to all parental involvement events and family engagement workshops. If support is needed to accommodate a disability, appropriate arrangements will be made.*

*Translators for those in need of assistance with Spanish and/or American Sign Language are available upon formal request, as well as informally, through our many bi-lingual staff members. Phone calls using the SkyLert messaging system will be provided in English and Spanish, by the principal and the bilingual assistant principal.*

**Discretionary Activities – What additional activities not mentioned in your plan help to build family and community engagement?**

**EXAMPLE:**

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| **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| *Sports Events* | *Basketball, Volleyball, Track & Cheerleading is offered at Ft. King Middle School to help bring students and families together and to help families feel comfortable on the campus.* | *Coaches, Administration* | *Students will be encouraged to remain referral free in order to attend the events and to remain on the teams.* | *All year.* |

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