

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

I, Revelas , 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:** Our mission is to provide a safe, orderly, and caring learning environment where students are inspired to achieve, in all aspects of their lives in partnership with home and community.

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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 to attend monthly SAC meetings held on the first Monday of each month during which Title I information will be provided and discussed.

Parents are invited to take part in PTO. Monthly PTO meetings will take place to discuss budgetary items and to plan parent involvement activities included but not limited to school dances, school fundraisers, and family reading events.

The family resource center will be opened to families weekly. Events will be organized with the goal of engaging parents. The center will also have laptop computers available to parents to access school calendars, event pages, FOCUS, and email.

The school PIPT consisting of the assistant principal, AFA, and four teachers attended a district-wide PIPT training day in May, 2016. Discussions included review of district PIPT, best practices for family engagement, ELL strategies, compact development, and PIP strategies for 2016-2017. The school PIPT will meet quarterly to review and discuss strategies. As members leave the team, new members will be recruited.

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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 III, Title X	Title I annual meeting, Mariner family resource center
2	Title X	Social worker and homeless liaison provide resource information to families in need.
3	Title III	SAC and PTO Meetings to provide information to parents.

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## 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	Parent Meeting SAC presentation	Demetrius Revelas	August	Parent Sign- In Sheets, Agenda, Meeting Minutes
2	Parent Meeting Title I Presentation	Ashley Monier	August	Parent Sign- In Sheets, Agenda, Meeting Minutes

3	Parent Meeting Bully Presentation and PTO presentation	Michael Raney	August	Parent Sign- In Sheets, Agenda, Meeting Minutes
4	Parents invited through parent connect call and marquee	Dan McIntosh/Ashley Monier	Two weeks prior to meeting	Parent Connect Script
5	SAC meeting Family Resource Center Presentation	Tom Dubbert	August	Parent Sign- In Sheets, Agenda, Meeting Minutes

## 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:** Information will be given to parents in a variety of ways including the quarterly school newsletter available in print and on the school webpage, automated phone calls, twitter feed updates, an up-to-date marquee advertising school events weekly, teacher webpages, Focus grade portal updated bi-weekly, and special event invitations sent home with students. Parents are also invited to attend open house, SAC meetings, parent/teacher conferences and various events all held after school hours. The school will utilize (Periscope)to live stream school events. Minutes taken at meetings and events will be posted on the school webpage that parents may access at any time. Minutes from SAC and PTO meetings will be available at the family resource center along with information for school programs and events. PIP meetings will be held quarterly in the mornings and minutes will be available for interested parents who are unable to attend. Our Mariner family resource center will be open to families during scheduled school events. After-school events will be scheduled for families to attend included curriculum nights, student showcasing, and sporting events. Parent and teacher conferences will be scheduled before school, after school and during the school day as requested by 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	Annual Title I Meeting	Ashley Monier, Michael Raney, Demetrius Revelas	Parents will be informed on the Title I program, ways to be involved (SAC and PTO), supplemental materials available to the school, and the parent/school compact.	August	Parent Sign- In Sheets, Agenda, Meeting Minutes
2	Monthly SAC meetings	Demetrius Revelas, Lori Kraus (SAC co-chairs)	Parents will be informed of and participate in the creation of the student success plan, the parent involvement plan and school initiatives.	Ongoing monthly	Parent Sign- In Sheets, Agenda, Meeting Minutes

3	Monthly PTO meetngs	Michael Raney Lori Leskanik (PTO President)	Parents will be involved in the organization of school fundraisers and planned family events taking place at the school.	Ongoing monthly	Parent Sign- In Sheets, Agenda, Meeting Minutes, PTO account
4	Monthly Family Event	Tom Dubbert	Parents will receive information on their child's academic progress and how to better assist their children at home.	Ongoing monthly	Parent Sign- In Sheets, Agenda, flyer, and automated calls
5	Parent Notification and continous connection to student success	Sam Gentrup (newsletter advisor)	Parents are provided with content-specific information and strategies to assist their students.	Quarterly throughout the year	Quarterly Newsletter
6	Automated phone calls	Dan McIntosh and Michael Raney (Assistant Principals)	Parents will be notified of all school events and be updated on academic progress	Ongoing throughout the year	Automated call scripts
7	School Marquee	Ashley Monier (Title I Instructional Coach)	Parents will be notified of all school events	Weekly throughout the school year	Parent Sign- In Sheets, Agenda, meeting minutes
8	5th Grade Riser Night	Nicole Beulieu (6th grade Guidance Counselor)	Parents will receive information regarding expectations and keys to middle school success.	April	Parent Sign-In Sheets and Agenda
9	Parent Institute Link	Title I District	Parents will receive information on strategies for helping their children to be successful.	Ongoing	Website Counter
10	District PIPT Training Day	District Title I Resource Team	Best practices for family engagement to increase student achievement.	May	Sign- In Sheets, Agenda, meeting minutes
11	School PIPT Meeting	Ashley Monier (Instructional Coach)	Best practices for family engagement to increase student achievement.	Quarterly	Sign- In Sheets, Agenda, meeting minutes
12	Mariner Family Resource Center	Tom Dubbert	Parents will receive information on ways to help their children have a successful school experience.	Ongoing	Sign- In Sheets, Agenda, meeting minutes
13	Family Involvement Conference	Parent and Achievement and Family Associate	Family engagement strategies to increase student achievement.	November	Sign-In Sheets and Survey Results
14	Parent Phone Tree	Tom Dubbert SAC, PTO Presidents	Parents will be notified of all school events	Ongoing	Sign- In Sheets, Agenda, meeting minutes

## 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
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1	Technology Training: Office 365, Focus and Edline	County Professional Development Coordinators	Teachers will be better able to communicate expectations and student progress to parents through email and the use of their teacher webpage.	Quarterly	In-service records, teacher webpages
2	Data Training	Ashley Monier	Professional development on accessing and interpreting student data through quarterly assessments.	Ongoing	I-Ready Reports
3	Title I AFA Monthly PLC	District Title I Resource	Best practices in family engagement to increase student achievement.	Monthly	Agendas, Sign-In Sheets, Meeting Minutes, and Survey
4	District PIPT Training Day	District Title I Resource Staff	Best practices for family engagement to increase student achievement.	May	Sign- In Sheets, Agenda, meeting minutes
5	School PIPT Meetings	Ashley Monier (Instructional Coach)	Best practices for family engagement to increase student achievement.	Quarterly	Sign- In Sheets, Agenda, meeting minutes
6	Facutly Staff Meetings	Ashley Monier (Instructional Coach)	Teachers will receive strategies to better communicate with and involve parents in the classrooms.	Bi-weekly	Handouts, Sign-In Sheets
7	Family Engagement Conference	Instructional Coach and Achievement and Family Associate, Parent	Family engagement strategies to increase student achievement.	November	Sign-In Sheets and Survey Results
8	Faculty, Department and grade level PLC	Department Heads and Instructional Coach	Teacher will collaborate to better align their instruction and find ways to incorporate parents in their instructional practices.	Bi-weekly	Sign- In Sheets, Agenda, meeting minutes

## 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:** The Mariner Family Resource Center will be re-opened August 22nd. This center has reference materials for parents, computers for parent and student use, books for parents and students to check out, and a daily Charlotte Sun newspaper, along with informational handouts that pertain to Murdock Middle School. The family resources will be kept current by our AFA, Tom Dubbert. The resource center also houses high school informational flyers, sports applications, and necessary paperwork to assist in the transition from middle to high school. The activities hosted by the Mariner Family Resource Center (MFRC) that will be continued from last year are:

August- Open House- Recruitment of Parent Volunteers.

September- The Middle School Transition- Assisting in the Transition from Elementary to Middle School presented by Renee Wiley. Presentation of Mariner Midshipman Program and Sign-Ups with AFA, Tom Dubbert.

October- Mariner University- Presentation to families about educational opportunities beyond high school. Hosted by the MFRC.

November- Internet Safety/Bullying- Training for Parents by the School Resource Officer.

December- Winter Family Fun Night- Hosted by PTO.

January- Donuts with Dads- Relationship Building for Dads and Students. Hosted by the MFRC.

February- Career Night- Job opportunities in Charlotte County as presented by Community Members. Hosted by the MFRC.

March- STEM Wars- Academic Competition for students and families. Hosted by the MFRC.

April- Family Movie Night- Join MMS Staff and Students for G-Rated fun. Hosted by the MFRC.

May- Muffins with Moms- Relationship Building for Dads and Students. Hosted by the MFRC.

In order to determine the effectiveness of each event, the Mariner Family Resource Center will gather reflections from parents who attend the events. We will also collect sign-in sheets to compare to last year's events to ensure we are successfully building our capacity.

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## 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:** All school events will be advertised in advance on the school marquee, the school webpage and the school twitter account. Parents will receive automated calls advertising school events and parents will be personally invited with a flyer in the parent drop-off line before school.

Monthly SAC and PTO meetings will be held on the first Monday of each month. Calendar of agenda items will be placed on the school webpage along with minutes from each meeting.

Parents will receive parenting tips and information on standards in our Mariner family resource center.

Families will complete a Title I parent survey; data will be reviewed and used to improve school programs.

Parent guide in English and Spanish is given to each school family.

Florida standards and FSA information are available on the school website and shared on curriculum nights.

Families access FOCUS portal for student achievement data.

Suggestion box will be housed in the front office reception area available for parents.

Data documentation is maintained in Title I monitoring files.

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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:** Information on school activities and announcements will be posted on the school webpage. The school webpage can be translated with a Google translate link that is accessible on the school webpage.

School documents will be made available to parents in their native language upon request.

Automated calls to parents advertising school information and events can be made upon request.

Parent guide in English and Spanish is given to each school family.

Parent Institute weblink is available to families in English and Spanish.

English classes are offered to parents at centrally located Title I school during the school day.

Translators are available to families upon request.

School information will be sent home to families who are unable to attend school meetings and functions upon request.

Computers will be available in the Mariner Family Resource Center for parent use with a list of helpful apps and programs for the acquisition of English.

## 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	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	Family Resource Center	Thomas Dubbert (AFA)	The family resource center will be opened to parents with reference materials available for check-out. Parents will be provided with strategies for helping struggling readers at home. Parents will be trained in Thinking Maps and strategies to help their child with homework.	August-May
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Family Resource Center	Thomas Dubbert (AFA)	The AFA will work with PTO parents to develop a phone tree for all interested parent volunteers and to create a volunteer spot for parents to sign up for special events.	September-May
3	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)];	SAC/PTO	Demetrius Revelas and Michael Raney	Parents will be invited to attend meetings to stay current on school policies, procedures and initiatives as well as be updated on school improvement plans, academic progress, and student achievement. All meeting minutes will be placed on the school webpage for parents who are unable to attend.	Monthly
4	Developing appropriate roles for community-based organizations and businesses, including	Community Partnerships	Ashley Monier	MMS will begin a JYouconnection program before school with the local Murdock Baptist Church.	September-May



	faith-based organizations, in parental involvement activities [Section 1118(e)(13)].			School concerts will also be held at Murdock Baptist. A monthly spirit night will be held at various local businesses in Port Charlotte to raise money for classroom materials. MMS will work with SWAT (Students Working Against Tobacco) to raise awareness and educate students and families on the dangers of tobacco.	
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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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Parent Seminars	4	20	The intention of the seminars was to guide parents in the strategies for helping their students to be successful in middle school. Parents were introduced to Focus, given homework help tips, and communication strategies to improve their student's achievement at school.
2	Parent Volunteers-Midshipman Program	1	6	The Midshipman program hopes to enhance student engagement and the school climate by including positive male role models in classroom instruction and campus supervision.
3	Family Engagement	3	300	Family fun events were coordinated to build relationships and partnerships between families and school personnel which provides for a stronger support system to promote student success.
4	PIPT Meetings	3	0	We attempted to involve parents in the planning stages for this year's PIP.

### **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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	New Educator Training	1	6	To increase student engagement and achievement by having on-going communication between parents and teachers.

### **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 attendance at parent events	1. We will create a phone tree for parents to receive a personal invitation to events. 2. We will have a parent survey on the school webpage to collect parent interests and available time. 3. We will plan events on days that parents may already be coming to the school (sports events, academic ceremonies)

2	Lack of child care/transportation.	1. Events will be advertised on a yearly calendar so parents can make arrangements in advance to attend. 2. Year long event calendars will be given to all parents.
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## 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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