## FOREST GROVE MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Terry Davis , 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)

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| **Response:** Our school's parental involvement mission is to treat families as full partners in our school whereas open communication between parents and the school is seamless and expected. We will embrace every opportunity to involve our parents in preparing each child socially and academically to be valued and contributing members of society. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Forest Grove Middle School (FGMS) conducts an annual Title I parent night at the beginning of the school year. The purpose of this meeting is to inform parents about our Title I programs, provide an overview of the Parent Involvement Plan, and receive feedback from parents to make improvements. The Parent Involvement Plan is developed and monitored by the leadership team at FGMS. The School Advisory Council (SAC) provides input, evaluation, and adoption of the plan. In addition to the Parent Involvement Plan (PIP), the School Improvement Plan (SIP) is also presented to parents at a SAC meeting and their input is considered with final review from the leadership team.The allocation of funds appropriated to FGMS for Parent Involvement will be used to provide programs and activities that build capacity for parental involvement and promote student achievement and academic success. The school will host various parent meetings and workshops to provide parents with strategies, information, and materials when working with their children at home to support the partnership between school and parents.  |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | FSA Writes Night | Language Arts teachers will work with parents in small groups showing them the process that students use when analyzing text and responding to the FSA writing prompt. |
| 2 | FSA Night | Parents will be guided through various testing activities that simulate the annual FSA assessments in Reading, Math and Science. They will also be provided with strategies to help their child better prepare for the FSA. |
| 3 | MOA Fish Fry | Students from the Marine Oceanographic Academy will highlight their extended learning opportunities to parents and community members. |
| 4 | District Advisory Council | Parents participate in a monthly district advisory council meeting, sharing concerns and gathering information to be shared with other parents. |
| 5 | Mysteries in the Middle | Teachers will present a play that highlights various reading strategies that parents can use with their child to increase reading fluency and comprehension skills. |
| 6 | Title I/Migrant/ESE/ESOL | We hold monthly meetings with parents to review tips, parenting skills, and training on expected skills students should know. Translators are provided for parents who speak other languages. Workshops will be provided in the Computer Lab for parents interested in learning English via the use of Rosetta Stone and Imagine Learning. |
| 7 | Science Night  | Science teachers will help students complete projects that incorporate science based inquiry skills and the nature of science standards. |
| 8 | Parent Academy | Representatives from the Parent Academy of St. Lucie County will be invited to participate in parent involvement meetings/events to provide information about their services to families.  |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Plan and Schedule Meeting | Mr. Davis, Principal | 9/2016 | Meeting agenda and sign-in sheets |
| 2 | Marketing | Mr. Davis, Principal & Leadership Team | 8/2016 to 9/2016 | Meeting agenda and sign-in sheets |
| 3 | Conduct Meeting | Mr. Davis, Principal | 9/8/2016 | School Data, Meeting agenda and sign in sheet |

**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)].

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| **Response:** Forest Grove Middle School will offer multiple opportunities to accommodate parents and remove any barriers to family participation. Meetings will be offered in the morning, during school hours and in the evening during the week. Every attempt will be made to have teachers make phone calls to personally invite families to events. School Advisory Council meetings are generally held in the mornings. We are currently surveying parents to find the time that will permit the most number of parents to attend our SAC meetings. Monthly Title I Parent Night activities are held in the evening. During these Parent Night events, parents and children together will have an opportunity to engage in educational opportunities. Student Led Conferences are held in the evening. During these conferences, children conference with their parents discussing academic goals, progress, and performance. Students are also encouraged to share their conference information at home if the parents are unable to attend the conference night. Teacher-parent conferences can be scheduled on Wednesday mornings. There are funds available to assist parents with transportation when necessary to all of these events. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Parent Meeting | Mr. Davis, Principal | Student achievement improves when parents become involved in the school organization and understand the expectations and standards that drive the curriculum and student success. | 9/8/2016 | School Data |
| 2 | Open House | Mr. Davis, Principal | Student achievement improves when parents become involved in the school organization and understand the expectations and standards that drive the curriculum and student success. | 8/10/2016 | School Data |
| 3 | Monthly Title I Parent Nights | Mr. Davis, Principal & Dr. Herrington, Assistant Principal | Student achievement improves when parents become involved in the school organization and understand the expectations and standards that drive the curriculum and student success. | 9/8/2016, Ongoing monthly | School Data |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Importance of Parental Involvement | Leadership Team | Increase parent support | 10/2016 | Parent participation in activities and student performance |
| 2 | Reaching Out and Communicating with Parents | Leadership Team, Guidance Counselors | Increase parent involvement and support | 12/2016 | Improved communication between teachers and families |
| 3 | Involving Parents in their Child's Education | Leadership Team | Increase parent support | Monthly, Ongoing | Parent participation in activities and student performance |
| 4 | Communicating and Working with Parents | Leadership Team | Increase parent support | 2/2016 | Parent participation in activities and student performance |

**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)].

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| **Response:** We invite parents to participate as volunteers in our annual Reality Store which focuses on math and life skills and STEM Day which focuses on Science, Technology, Engineering and Math. We will also invite parents to our honor roll assemblies, field trips, and other school-wide and grade level events. |

**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)].

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| **Response:** Forest Grove Middle School will ensure that information related to the school, parent programs, meetings, and other activities is sent to parents of participating children in a timely manner, an understandable format, and to the extent practicable, in a language the parents can understand. Additionally FGMS will ensure that information is disseminated through various mediums, such as hard copies, student planners, school website, social media, school messenger, and school marquees. |

**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)].

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| **Response:** The LEA will hold ESOL/ELL parent nights to ensure that parents/families understand their rights to equal access to all education programs. Notification of these opportunities will be provided to families via Messenger, Facebook, Skyward, newsletters, flyers and personal contact. Considering the LEA's large population of Spanish and Creole speaking students, the LEA disseminates information to all parents in three language. English, Spanish, and Creole. In addition, meetings are conducted and translated in Spanish and Creole. The Exceptional Student Education specialist is on site to answer parents' questions of students that have special needs. The school counselors are available to assist with families who may be in need of a social worker or Migrant recruiter to ensure students' needs are met. Copies of all handout materials, sign in sheets, Messenger, Skyward reports will all be placed in the Title 1 compliance box. |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cmhe1021%5CAppData%5CLocal%5CTemp%5CfileUploads%5C560371_2016-2017_uploadEvidenceParentInput.docx) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cmhe1021%5CAppData%5CLocal%5CTemp%5CfileUploads%5C560371_2016-2017_uploadCompact.docx) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cmhe1021%5CAppData%5CLocal%5CTemp%5CfileUploads%5C560371_2016-2017_uploadCompactEvidence.docx) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Science Parent Night: Part 1 | 1 | 100 | increased proficiency on science scores |
| 2 | Science Parent Night: Part 2 | 1 | 100 | increased proficiency on science scores |
| 3 | Science Parent Night: Part 3 | 1 | 100 | increased proficiency on science scores |
| 4 | Science Parent Night: Part 4 | 1 | 50 | increased proficiency on science scores |
| 5 | FSA ELA Parent Information Night | 2 | 15 | increased proficiency on ELA scores |
| 6 | FSA Writing Parent Night | 5 | 60 | increased proficiency on ELA scores |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |