

CLEWISTON MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Lori Duckstein , 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:

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: At the beginning of each year, within the first few weeks of school, Clewiston Middle School has an informational meeting for parents for each grade. During each of these meetings we explain that we are a Title I school and we give a description of how this benefits our school and our students. In addition, this is when we invite parents to be a part of our School Improvement Committee and explain the importance of this committee and how it helps us make decisions on how we use our parental involvement funds and make academic improvements.

Currently, we do not have a PTO for Clewiston Middle School, but would like to start this parent organization for increased parent support.

Our teachers are encouraged to invite parents into their classrooms for special events. These include: AVID Parent night, Science Fair, Career day, Literacy Night, and various others.

Also, a letter and a phone call are made to all parents to once again invite them to be a part of both of these organizations. The letter and phone call are both made in English and Spanish to insure effective communication.

Members for School Improvement Committee are nominated, accepted, and then voted on at the first meeting.

All minutes and agendas will be kept on record for documentation purposes.

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 1 part C-migrant	Provides intervention materials that will be used in the after school tutorials and during the school day. Intervention materials are made available to parents as a resource at home.
2	Title III	Coordinates with Title 1, Part A to provide a resource teacher to work with the general education classroom teacher to provide services to ELL students and professional development to teachers.
3	Title I	Provides for parent advocate to the families in the community that helps parents through home visits, teaching parents how to access their child's work online, and become more involved in the overall educational process of their child. Teachers utilize parent advocate to communicate with parents, sit in on meetings regarding students, and help explain ways to assist students at home.
4	School	Provide funds for student agendas and student recognition.

	improvement 1003(a)	
5	Title X	Integrated with Title 1, Parts A and C to provide supplemental supplies and tutorials for students identified in the LEA as homeless and in need of these services.
6	Parent Involvement Policy	Parents get together to review and update the policy on a yearly basis. This occurs during our School Improvement Meetings.
7	Grade Group Parent Meetings	At the beginning of each year parents are invited to attend a grade level meeting that explains the curriculum to the parents, the expectations from each teacher, and how they can help their child become more successful!
8	Parent/Teacher Conferences	Conferences are scheduled at progress report time so that the teacher can meet with the parents one on one and review their child's grades and discuss ways that they can work together for the child to succeed.
9	Daily Planners	Students are required to write down their daily assignments in their planner, which is in their required binder. This planner also serves as a means of communication between the parent and the teacher. They are both encouraged to add questions or comments to each other.
10	School Advisory Committee	All parents are invited to be a part of this committee.
11	Parent Liason	This is an excellent program that provides parents with several different needs. The liason helps with communication to parents, attends meetings to translate and help parents make decisions to better their child, and helps teachers get in contact with parents.
12	School Compacts	Parents help review and update the compact each year. The compact is then sent home with all students to help explain the expectations of everyone involved in their child's education.
13	Phone Call Out System	This program is designed to make parents aware of upcoming events and communication between the school and the parents. The information is given in both English and Spanish.
14	Letters home to parents	All letters home are written in both English and Spanish to help with the communication between the school and the parents.
15	Calendar of Events	A calendar of events, days off, parent & teacher conferences, early dismissals, etc. is posted on our Clewiston Middle School website.
16	School Volunteer Program	Parents are encouraged to volunteer in different areas throughout the school and for different events. This includes beginning to initiate a PTO at CMS.
17	School Web Site/Social Media	Our school website and facebook page have been very beneficial. It provides parents, students, and our community with upcoming events and happenings at our school. It also provides the parents another means to communicate with the teacher , keeps parents updated on policies and procedures of the school, and provides parents with ideas to help their students.
18	State Assessment Information	Parents will be given printed reports explaining their child's scores on state testing.
19	Missing Assignment Report	Twice every nine-weeks all teachers send home a missing assignment report to parents so that they are made aware of any assignments that their child needs to return before progress reports and report cards.
20	Accelerated Reader Report	Every Monday, all teachers send home an AR report that shows in detail a student's progress in AR for the week before. This is required to be signed by the parent and returned to the teacher.

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	School Improvement Meeting	Lori Duckstein	September 6th, 2016	Parents are given information about the changes of Clewiston Middle School, parents are allowed to ask questions, Agendas and sign-in sheets will be used as evidence.
2	6th Grade Open House	Lori Duckstein	August 8th, 2016	Sign-in sheets and Administrators roaming campus to answer any questions.
3	6th Grade Parent Meeting	Sandi Perry	August 16th, 2016	Explanation of curriculum and opportunity to ask questions. Agendas and sign in sheets will be used as evidence.
4	7th/8th Grade Open House	Lori Duckstein	August 9th, 2016	Sign-in sheets and Administrators roaming campus to answer any questions.
5	7th Grade Parent Meeting	Aurea Perera	August 16th, 2016	Explanation of curriculum and opportunity to ask questions. Agendas and sign in sheets will be used as evidence.
6	8th Grade Parent Meeting	Ansley Cockram	August 16th, 2016	Explanation of curriculum and opportunity to ask questions. Agendas and sign in sheets will be used as evidence.

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: We have an open door policy at Clewiston Middle School where parents are welcome and encouraged to come throughout the day to meet with administration. Teachers are able to meet with parents during their planning time, after school, or a designated time agreed upon by both parties.

All School Improvement meetings and Grade Group meetings are conducted in the evening so that more parents can be involved. Translators are available.

The Parent/Teacher Conference times vary in order to accommodate the parents, including an evening session from 5:30-7:00.

Parents may also request to have a conference at any time during the school year with their child's teacher to be updated as needed on the progress of the student.

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	Student Planners	Classroom Teachers	Students will complete assignments and open communication between parents and teachers.	Ongoing	Completed assignments and documented communication.
2	Parent Viewer/Grades	Sherry Lee	Allow parents to see real time student grades. Enable parents to monitor their child's progress.	Ongoing	Students' completion of assignments in all classes.
3	Website/Facebook	Aurea Perera	Informs parents to keep up with events that pertain to their child.	Ongoing	Website Counter
4	Phone Call Outs	Sandi Perry/Aurea Perera	Reminders to parents of upcoming events.	Ongoing	Parent attendance & student awareness
5	Parent/Teacher Conferences	Lori Duckstein	Cooperation between the school and home to improve academic achievement. Scheduled conferences will take place after each progress report. Additional conferences will be on an "as needed" basis.	Ongoing	Continued academic achievement. Sign-in sheets will be used as evidence of completion.
6	Open House	Lori Duckstein	Communication between teachers and students	August 8th and 9th, 2016	Completion of student information and sign in sheets.
7	6th Grade Meeting	Sandi Perry	Parent awareness of curriculum, expectations, and how to help their child be successful.	August 16th, 2016	Student achievement and parent awareness. Sign in sheets will be used as evidence of completion.
8	7th Grade Meeting	Aurea Perera	Parent awareness of curriculum, expectations, and how to help their child be successful.	August 16th, 2016	Student achievement and parent awareness. Sign in sheets will be used as evidence of completion.
9	8th Grade Meeting	Ansley Cockram	Parent awareness of curriculum, expectations, and how to help their child be successful.	August 16th, 2016	Student achievement and parent awareness. Sign in sheets will be used as evidence of completion.

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	Person	Anticipated Impact on	Timeline	Evidence of
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	and Type of Activity	Responsible	Student Achievement		Effectiveness
1	Accelerated Reading	Aurea Perera / Sandi Perry	Teachers will be given professional development on how to use AR more effectively and how to pull data reports.	August 4, 2016/Throughout the year	Teachers are incorporating AR strategies in their classrooms and turning in data reports on a weekly basis.
2	I-Ready Training	Lori Duckstein/ Ansley Cockram	Teachers will use this data from these assessments to drive their small group instruction.	August 16, 2016/Throughout the year	Sign in sheets and growth on assessments throughout the year.
3	Writing Curriculum	Aurea Perera/Sandi Perry	increase student achievement in writing.	September 1, 2016/throughout the year	Classroom observations and sign in sheets
4	NGCARPD	Lori Duckstein	Teachers will be given professional development to assist them in their teaching practices by incorporating Reading strategies in all content areas.	August 4, 2016	Classroom observations and sign in sheets
5	Teacher Evaluation System	Lori Duckstein/ Ansley Cockram	Teachers will be given professional development on the new Teacher Evaluation system to make sure they know the expectations to be considered highly qualified.	throughout the year	Evaluation and sign in sheets
6	Florida Standards in Reading	Reading Coaches/Resources	Teachers will be given professional development on the Florida Standards so they can relay the new information to the parents.	throughout the year	Teachers will understand the new standards, use them in their classroom, and be able to explain them to parents.
7	Florida Standards in Math	Math Coach	Teachers will be given professional development on the Florida Standards so they can relay the new information to the parents.	throughout the year	Teachers will understand the new standards, use them in their classroom, and be able to explain them to parents.
8	Check and Connect Mentors	Samuel Thomas/ Chelsey Brown	Teachers will be given professional development on being a mentor for students and how to help them be a successful student in and out of the classroom.	September 7, 2016	Reports from mentors of their students' success and sign in sheets.

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 classroom teachers meet with parents throughout the year on an "as needed" basis. They meet to look at the data of their child and to make suggestions on how they can help their child at home. We provide several means of communication for both the teachers and parents to communicate. We use a call-out system where the messages are in both English and Spanish. We also purchased student planners, again this year, so that there can be open communication between teachers and parents. Parents are also allowed access to view their child's grades at all times when they sign up.

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: Parents are informed about the Title I programs during the grade level parent meetings, open house, and School Improvement meetings.

Grade Level Meetings are conducted for each grade. During these meetings the expectations of the grade group are explained to parents. Parents are given the opportunity to ask questions during the meeting. Teachers and administrators also stay after to answer any additional questions. These meetings are conducted the 2nd week of school.

Many academic decisions for our students are discussed at our School Improvement meetings. Although we follow the guidelines of voting members, we invite all parents to attend these meetings.

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: All written communication will be sent home in English and Spanish.

A translator will be provided to all parents during meetings, phone calls, or any other needed communication.

For our students with disabilities, meetings are conducted where the parents along with school personnel, make decisions focused on individual needs of the student.

Meetings are conducted with all students in our ELL program annually.

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	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)];	Parent-Teacher conferences are arranged after progress reports are sent home each nine weeks.	Lori Duckstein	Improved academic performance	ongoing
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Grade Level Meetings	Lori Duckstein/Ansley Cockram	Parents will be aware of expectations and curriculum	August 16, 2016

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 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	Open House	1	200	Increase parental awareness of classroom expectations and activities
2	6th Grade Parent Meeting	1	45	Informative meeting for parents to create awareness of curriculum, expectations, and how to help their child be successful
3	7th Grade Parent Meeting	1	40	Informative meeting for parents to create awareness of curriculum, expectations, and how to help their child be successful
4	8th Grade Parent Meeting	1	35	Informative meeting for parents to create awareness of curriculum, expectations, and how to help their child be successful
5	Parent Teacher Conferences	3	150	Provides an opportunity for parents and teachers to discuss student progress as well as give feedback on ways for students to increase their achievement.

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	Accelerated Reader	5	40	Teachers were able to receive training on how to implement AR and use the data from it to increase student achievement. Also how to effectively use the reports to communicate with parents
2	iReady Training	1	13	Teacher were able to learn how to use the iReady program and the data from it to create the most effective small groups. Additionally, teachers learned how to present the necessary data to parents.
3	Check and Connect Mentors	5	10	This program allowed for teachers to connect with struggling students and their parents to help increase student success.

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	Parent does not have transportation	The school will try to encourage parents who are friends to ride together to school events.
2	Parents are not aware of activities	Encourage parents to provide the school with updated contact information (email and phone) as well as to use the school remind app, website, and facebook page.
3	Student does not want their parent to come to events	Talk with students to explain the importance of parents being involved in their child's education.
4	Parents have other obligations	Make sure to schedule events on different days of the week and different times so that all parents have an opportunity to attend events.

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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