TOMLIN MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Traci Durrance, 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: Create partnerships with parents/guardians by providing meaningful opportunities at all grade levels for involvement in district and school activities; for parents to serve in advisory, decision-making, and advocacy roles; and for a high level of communication between the student, parent/guardian and the school regarding student progress, academic standards and behavioral expectations, so that parents may support learning and increase student learning.

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)].

Response: Nomination of our SAC team will occur in September. Staff members will be elected at a faculty meeting using ballots if there are more staff members than parents in the SAC composition. Parent members are recruited through nominations at the Title I Annual Meeting, Parentlink invitations and teacher/SAC member recruitment in August/September. Since there is active participation by faculty and we need at least fifty percent of SAC team members to be parents, normally all parents nominated are accepted to serve. SAC will review SIP data and TELL/SCIP survey results. During a thorough review of a SIP and PIP draft, our SAC team will make recommendations that will then be added prior to final approval. Parent suggestions will be documented in the SAC minutes. We will maintain a parent information binder in the front office which will be monitored regularly for updated information and will contain contact information for the school's Parent Liaison. The content PLC's will provide content specific standards, assessment and benchmark information, data for student/parent goal setting and parent support tips to assist parents in helping their students for sessions at a SAC sponsored parent workshop event in October/November. Delivery and participation in the selected activities will be monitored by the SAC team during the year. During upcoming meetings, the SAC team will specifically examine the results of parent surveys including barrier. compact and SCIP surveys, as well as vote on how to spend Title 1 funds. Documentation will be stored securely in the Title I TASK Box.

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 IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
	Migrant Education	Migrant program staff is involved in the planning and coordination of parental involvement activitie. The Migrant Advocate facilitates a Parent Resource Office that provides translation services, assistance with school/home communications, access to social services, academic integration and tutoring programs.
2	Programs for English Language Learners	Staff from the ELL program now includes a full-time resource teacher and is involved in the planning and coordination of parental involvement activities. The primary focus of the staff is to increase the capacity of parents to support their child's education, provide translation/language services, assist in connecting with local resources such as English language acquisition, and other parent capacity building/learning programs.

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		•		Evidence of Effectiveness
1	Develop agenda, handouts, and power point presentation that address Title 1 requirements	Principal, Title 1 Parent and Family Engagement (PFE) contact	August 2016	Copies of agenda, hand-outs, sign-in sheets

	Develop and disseminate invitations to parents	IAP/ Principal		Parentlink and mailer with date of dissemination
3	Develop sign-in sheets	THIR T PEE CONTACT		Sign-In sheets for meeting and individual classrooms
4	Distribute "What Parents Should Know About Title 1" brochure	Title 1 PFE contact	August	% of yes responses to SCIP survey question "Does your child attend a Title 1 school?"
5	Maintain Documentation of all TItle 1 mtg information	THING T PEE CONTACT	August 2016	Title 1 TASK box

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: Through the Administrative Team, Instructional Leadership Team, PTSA and SAC members input, plans will be made to offer a variety of schedules for planned meetings and other parent events. The scheduling of these meetings and activities will be held at various times including open lab time in the morning and on Saturdays in conjunction with content specific tutorials (Saturday School) for parent activities such as data chats and MySpot registration. Evening events include Title I Annual meeting, conference nights, parent workshops and SAC meetings. Parent/Community Involvement contact is available at 8-9 am in the mornings and is visible in the school front entrance every school day. Weekends are available for extra curriculum tutoring camps and community events such as anti-drug walks, literacy events and health events such as Relay for Life. In addition, our Parent Resource Office, PFE and Guidance Department and Media Center are available every day from 8:30- 4:30 for parent use and to provide resources. The Title I Liaison and content area Resource Teachers are available until 7:30 PM during Family Nights and Conference Nights. Our Social Worker and Dropout Prevention Specialist will be available for home visits and other communication with parents at all times.

August-Meet and Greet 9 am - 12:30 pm

September/December/February/May Conference Nights 5-7:30 pm

Monthly PTSA Board Meetings beginning at 9 am

SAC Meetings

Morning and Saturday open lab times for Parent/Community Involvement by appointment and as requested

August Title 1 Meeting

November Family Academic Night

Sept/Feb Community meetings for parents

Building Capacity

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		Principal, ILT, PFE contact &	As % increases on Parent SCIP for 1a, 1e and 1i, student achievement will increase on SIP evaluation 2016- 2017	Packets will be distributed on first day of school	% on Parent SCIP 1a, 1e and 1i; SIP Evaluation for 2016-17 in August 2017
2	classroom assessments, strategies for parents to	Administrative Team, PFE contact,	in the % of students at or	held midterm each quarter with an	SCIP Survey, APC list of students retained, SIP Evaluation 2016- 17 in August 2017
3	Title III, NCLB requirements, ELL Parent Leadership Council (PLC) Meetings and representatives will hold parent meetings to discuss how students can meet educational standards	FII	Meet SIP goals for % of Hispanic and ELL students scoring at proficient or above in FSA Reading and Math	Will hold meetings in fall of 2016 and will receive SPAR in September 2016	Sign-in sheets, SIP Evaluation Data and SPAR Hispanic Racial/Ethnic Group Reports for FSA Reading, Writing and Math
4	network and meetings to dicuss how to involve parents in their child's	PTSA President and board, Admin Team, PFE & Title I Liaison	As parent involvement increases, there will be an increase in % on SCIP survey and overall school EET rubric 4c and increase in goals met on SIP evaluation 2016-17	regularly	Sign-in sheets, SCIP survey results, Summary of school proficiency in EET Rubric 3c and SIP evaluation 2016- 17
5		Elective teachers and	Increased yearly attendance rates and student engagement based on the EET rubric 3c and 4c and SCIP 4a-4e	Events scheduled throughout school year and summer conferences	Sign-In Sheets, SIP goal met for attendance rates and overall increase in EET rubric scores for 3c and 4c and SCIP 4a-4e

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6	SAC - Fall Parent Night to showcase student learning and state standards	Title I Liason/PFE contact and SAL's and content area PLC's	Exceed the state and district percentages for students achieving at or above proficient on FSA Math, Reading and Writing and Algebra, Civics and FCAT 2.0 Science.	October/November 2016	Sign-in sheets, SPAR %of students scoring satisfactory or higher, SCIP % for "Parenting"
7	STEM Booster club meetings, orientation and induction to involve parents in the standards for science, technology, engineering, and math	STEM Team and Booster Club Board	Exceed the state and district percentages for students achieving levels four and five in FSA Math, Reading and Writing and Algebra EOC and FCAT 2.0 Science	Will hold inductions in August of 2016 and will receive SPAR in September 2016	Sign-in sheets, SPAR %of students scoring proficient or higher
8	Annual Title 1 Meeting to give parents information on how to access state standards and what resources are available	PFE contact, Migrant Advocate	Meet SIP goals for % of economically disadvantaged students scoring at satisfactory or above in FSA Reading and Math	Will hold meeting in August of 2016	Sign-in sheets, Agenda, Parent SCIP REsults and % of parents answering "YES" to "Is your child's school a Title 1 school?
9		including school deputy, community experts and	Meet SIP goals for decrease in number of referrals and threat assessments throughout the year will result in increase in meeting Student SCIP % item 2,3,14 and 16	December/January for forum	SIP goal met for decrease in number of referrals as reported in SIP evaluation 2015- 2016 in August 2016
10	Quarterly guidance brochure outlining credit requirements and tutoring plans sent to parents to increase parent awareness	Guidance Staff,PFE contact	Decrease in retentions and credit recovery students, increase	Quarterly	SIP evaluation August 2017
11	Open Computer Lab/Saturday parent support during content based tutorials for students and parents as requested	PCI Contact	Increase in registration of MySpot to increase student progress	Periodically throughout the year	SIP evaluation August 2017

Staff Training

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	SALS will receive PLC and data training by district to improve the ability of staff to communicate effectively in Professional Learning Communities and with parents about student data and goals	meetings,	Meet SIP goals for % of students scoring proficient or above in all areas	August 2016,	survey
2	Training for teachers on how to effectively use Edsby to interact with parents regarding their child's academic success and data	Technology Resource, Teachers	Meet SIP goals for % of students scoring proficient or above in all areas	Ongoing trainings and support throughout the school year	Parent SCIP results and SIP evaluation in August 2017
3	Staff Development- CHAMPS	Faculty and Administration	Meet SIP goals for decreasing number of ISS and OSS for 2016-17 will result in an increase in % of students scoring at or above proficienct in state testing results	Ongoing district trainings and PLC/STAAR support throughout the year	SIP evaluation data at pre- planning in August 2017
4	ideas on including	Administrative Team and district trainers	Increased parent involvement will result in increased student achievement in students scoring proficient or above on FSA Reading and Math	Training in September 2016	Parent and Student SCIP results in August 2017

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 Parent Resource Office will be maintained in 2016-2017 by our migrant advocate with current information regarding community resources and other information. We will have a sign-in log for parents when they use the Parent Resource Office. For parent and family events, invitations will be sent through a ParentLink & flyer as well as posted on the website.

The Parent Resource Office, PFE Contact and Title 1 Liaison, Guidance Department, and the Media Center are available every day from 8:30-4:30.

Edsby is available 24 hours for parents to have online access to individual student progress reports and teacher websites. For parents without internet access at home the Media Center computers are available during the day for parents to view Edsby and open lab times will be available upon request and at a variety of times including morning Parent Cafe with vital information and computer access and breakfast to go and Saturdays in conjunction with content specific tutoring (Saturday School).

The Title I Liaison will be available each morning and at the end of the school day in the front of the school to greet and direct parents to services and school connections.

The Boys and Girls Club has two representatives on our campus daily to help students and parents with school or community needs. They offer before and after school care and activities for students.

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: A parent newsletter was mailed to all families two weeks prior to the start of school year. This mailer included general information necessary for a smooth start to the school year. In addition, information regarding Open House and Title 1 Meeting was followed up with a Parentlink Automated Phone message.

During Open House, held two days before the start of the school year, parents visited classrooms where teachers gave out information about general school programs, curriculum, classroom procedures, assessments being used, and how to support their child at home. A computer lab was available for parents to sign up for MySpot.

Curriculum and data will be shared with parents during Conference Nights and a Fall SAC sponsored STEM/AVID/DATA event. The PFE contact is centrally located on these occasions in an open lab to assist with parent information and MySpot registration.

SAC meetings will be posted on the school internal calendar, the school website and a Parentlink will be sent out prior to the meeting as well as emails to council members. SAC members will be visible during events to share information with fellow parents and encourage participation in school decision making and teacher/student support. In the spring, the SAC committee will review parent surveys and analyze parent comments to

revise the Parent Compact as needed.

Personal invitations are sent via Edsby, phone calls, notes home, the school website, and newsletters. The procedural and schedule information dissemination will include but are not limited to:

School Newsletters- sent home monthly and to staff weekly

Flyers for specific events -sent home one week prior to event

Marquee - updated weekly

School Web Site/Calendar - continuously updated in Spanish and English

PTSA Website and Volunteer Email Network

Parentlink Automated Phone messaging - prior to specific events in Spanish and English.

Edsby - updated with important web links and information concerning classes and upcoming events

Parent Information Notebook at front desk area will contain vital information for parents to have easy access.

Copies will be kept in TASK Box of newsletters, Parentlink logs, flyers, parent sign-in sheets as well as screen shots of Website.

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: The Migrant Advocate, Guidance Counselors, English Language Learners Resource Teacher, ESE specialist, and ELL para professionals will attend our family events and be available for translating. All information sent home will be available in English and Spanish versions. Parent Link phone calls are made to let parents know of upcoming events. Community outreach activities are planned for those who cannot make

it to the school campus on Conference Nights. Tomlin will monitor the dissemination of material by collecting and saving pamphlet or sign-in sheets. Students and parents with disabilities have access to Tomlin via a ramp at the front entrance. Tomlin has an elevator for access to the second floor classrooms.

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: \underline{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 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.

annua	nual meeting.					
count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement		
1	1st Day packets to include information on volunteer and parent involvement, tech res, and procedures	1	1580	As % increases on Parent SCIP for 1a, 1e and 1i, student achievement will increase on SIP evaluation 2014-15		
2	Open House	1	529	As retentions decrease and attendance increases there will be an increase in the % of students at or above proficient in FSA Math, Reading, Writing, Algebra and Civic EOC and FCAT 2.0 Science		
3	Conference Nights	4	1563	As retentions decrease and attendance increases there will be an increase in the % of students at or above proficient in FSA Math, Reading, Writing, Algebra and Civic EOC and FCAT 2.0 Science		
4	Recognition/Awards Ceremonies	4	2500	Exceed the state and district percentages for students achieving levels four and five in FSA Reading, Math, Writing, Algebra EOC, and FCAT 2.0 Science		
5	PTSA website, texting network, and meetings	1	32	As parent involvement increases, there will be an increase in % on SCIP survey and overall school EET rubric 4c and increase in goals met on SIP eval 2014-15		
6	SAC - STEM/AVID/ DATA Night	1	323	Exceed the state and district percentages for students achieving at or above proficient on FSA Math, Reading and Writing and Algebra, Civics and FCAT 2.0 Science		
7	Elective concerts, exhibits, meetings	6	500	Increased yearly attendance rates and student engagement based on the EET rubric 3c and 4c and SCIP 4a-4e		
8	6th Grade Parent Orientation	1	325	Increase parent/guardian awareness of tools and strategies that they can use to monitor and support student academic progressin positive % on SCIP, TELL and SIP evaluation for attendance and decrease in Suspension; resulting in increase in student achievement.		
9	Title III, NCLB requirements, ELL PLC meetings	12	125	Meet SIP goals for % of Hispanic and ELL students scoring at proficient or above in FSA reading and math		
10	STEM booster mtg, induction, orientation	1	300	Exceed the state and district percentages for students achieving levels four and five in FSA Math, Reading and Writing and Algebra EOC and FCAT 2.0 Science		
11	Annual Title 1 Meeting	2	57	Meet SIP goals for % of economically disadvantaged students scoring at satisfactory or above in FSA Reading, Writing and Math and increase in SCIP%		

12	Frameworks	1	515	Meet SIP goals for decrease in attendance and suspension, increase in SIP evaluation
	Guidance brochure outlining credit req and tutoring options		600	Decrease in retentions and credit recovery students, increase in students who are proficient in FSA Reading, Math, Writing and FCAT 2.0 Science
114	Parent University- send flyers out	1	0	Increase parent/guardian awareness of tools and strategies that they can use to monitor and support student academic progress
15	Open Computer lab/Saturday Parent Support	7	3	Increase in registration of MySpot to increase student progress

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		Anticipated Impact on Student Achievement
1	SALS will receive PLC and data training by district to effectively communicate data to parents	8	5	Meet SIP goals for % of students scoring proficient or above in all areas
2	Training for implementation of new parent communication network and gradebook tool - Edsby	1	27	Meet SIP goals for % of students scoring proficient or above in all areas
3	Staff Development-CHAMPS /PBS/TELL	3	24	Meet SIP goals for decreasing number of ISS and OSS for 2014-15 will result in an increase in % of students scoring at or above proficient in state testing results
4	Parent/student data trainings by content PLC's based on STARR mtgs	3	35	Meet SIP goals for % of students scoring proficient or above in all areas
5	Training on registration for MySpot	1	18	Improvement on Parent SCIP will result in higher parent involvement and an increase in student achievement
6	Prof Dev training on PBS	1	120	Increased parent involvement will result in increased student achievement in students scoring proficient or above on FSA Reading and Math

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
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1	Lack of spare time	Offer meetings that are short, content specific and at a variety of times
2	and other decision	Adding Parent link information on meetings, use teachers and parents to recruit SAC members, order shirts and stickers for SAC members to promote perception of positive parent involvement, set meeting dates at beginning of the year and publicize early.
3		Put out quarterly parent information from guidance on credit requirements and tutoring resources
4	Limited number of role models in staff for male minority students	Create a male minority mentoring program. Work with the Boys and Girls Club

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
1	of Parents	Fall Fiesta. Parents had the opportunity to attend break-out, content-based sessions in areas such as Language Arts, Math, Social Studies, Science, Reading, College Preparedness, and Student Health.