

MIAMI LAKES MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Manuel Sanchez III, 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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Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Miami Lakes Middle School is committed to academic excellence through the collaboration of the entire school community. A key element in this collaborative effort toward success is the ongoing involvement of parents in all aspects of the educational process. Our open door policy provides parents limitless opportunities to participate in school improvement, resource allocation, and student achievement. Miami Lakes Middle School encourages parents to become active partners in education thereby creating a unified approach toward the academic growth and development of all students.

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 will be afforded the opportunity to become an integral part of the decision making process involving the Title I programs at Miami Lakes Middle School, as well as the expenditure of parental involvement funds through a Title I school committee. This committee will be comprised of parents from the school community who may also serve on other school groups such as PTA and EESAC. This committee shall meet once a month in order to cooperatively review, plan, and implement programs related to our school improvement plan. Additionally, the Miami Lakes Middle School Title I committee will be responsible for the utilization of parental involvement funds.

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 I	The administrative team, community involvement specialist, and counselors will provide information sharing sessions, as well as develop a support system which will offer a variety of meaningful parental experiences.

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	Title I Program Overview	Nora Bueno	September 23	Parent Surveys
2	Adequate Yearly Progress	Administrative Team	June 2017	2017 FSA Data
3	School Choice	Administrative Team	September 23	Parent Input
4	Parental Rights	CIS	October 2016 - June 2017	Parent Workshop Sign-In Sheets

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: Our Community Involvement Specialist conducts home visits as frequently as

needed, upon request.

Parent workshops are offered on a monthly basis with convenient times available in the morning and evening as well as on Saturdays.

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	Parent Portal Access	CIS	Immediate Feedback on Student Performance	August 2016 - June 2017	Parent Visitation Log
2	MyOn	Media Specialist	Promotes Love of Reading	August 2016 - June 2017	MyOn Quiz metrics
3	Note-Taking Strategies / Cornell Notes	Language Arts Teacher	Improves Oral Listening Comprehension	December 2016	Student Work Folders
4	Internet Safety	Microsystems Tech	Refined Academic Focus	January 2017	Software Program Usage
5	FSA Training	Language Arts Teacher	Test Taking Strategies	February 2017	2016 FSA Data
6	Certificates of Acknowledgement for Parental Involvement	CIS	Motivation - Recognition	October 2016 - June 2017	Parent Visitation Log

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
1	Answer-Cite-Explain (ACE)	Language Arts Department Chair	Writing enrichment activities throughout all Language Arts classes	August 2016 - June 2017	2017 FSA Writing Scores
2	SMART/Promethean Board training	Science and Social Studies Teachers	Enhanced lesson delivery, tutorial, and interactive lesson tool	October 2016	Lesson Plans and Student work samples
3	Effective Planning	Department Chairs	Enhanced lesson delivery	October 2016 - June 2017	Student work samples, and 2015 FSA Scores
4	Positive behavior Planning	Assistant principal and Social Studies Teacher	Effective Classroom Management	October 2016- December	Administrative walkthrough notes

				2016	
5	Discovery Learning	Various teachers	Enhanced lesson delivery	October 2016	Lesson plans and student work samples

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 Center at MLMS is the heart of all parental involvement activities. It houses a vast variety of resources and information readily available for all parents at their immediate disposal. The CIS will ensure that resources available are meaningful and up-to-date by attending workshops related to areas of need as identified by the parents. the success of this program will be identified by parent surveys and resource center logs.

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: Prior to the Title I Annual Parent Meeting, an informational letter addressed to all parents was sent home with students. A connectEd phone call was made on the day of distribution to ensure that parents were aware of the documents being sent home. This correspondence addresses Title I programs as well as the various associations and organizations which their participation and input are encouraged. The school will monitor this distribution by documenting parental interest/inquiries of these programs.

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: MLMS is proud to provide full opportunities for all parents to obtain equal access to its resources and services.

Translators are readily available to address the needs of our parents with limited English proficiency.

Utilizing Blackboard Connect, parents will be instantly informed in both English and

Spanish of meetings, programs, activities and reports. This information will be monitored via Blackboard connect reports.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Information Sessions	Administrative Team	Increased Parental Involvement	August 2016 - June 2017
2	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)];	Evening & Saturday Counseling	Trust Specialist	Increasing Parental Capacity	October 2016 - June 2017
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Evening & Saturday Counseling	Trust Specialist	Increasing Parental Capacity	October 2016 - June 2017

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](#)

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	Magnet Presentation	2	256	Introduction to Magnet program to accelerate students academically
2	Title I annual meeting	1	567	Parental involvement and awareness of needs of school to improve student achievement
3	Parent-Teacher conferences	72	288	Increase awareness of academic and behavioral issues related to achievement
4	Family enrichment program	20	54	Increased progress toward school goals of achievement
5	Substance abuse prevention and awareness	60	1076	Increase school attendance and academic performance

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	Opening of School Meeting	1	85	Increase strategies to utilize when conducting a parent-teacher conference/communication.
2	Grade Level Team Meetings	18	60	Discuss issues in group settings to better remediate and provide interventions for struggling students.
3	Department Meetings	36	60	Professional Learning Community developed strategies to improve 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Communication pathways making it difficult to notify parents of school activities during school hours.	Utilize Connect-Ed in English and Spanish with more frequency at various times and days of the week so that all parents including the ELL subgroups parents will be made aware of school meetings and activities.

2	Schedule accommodations, and utilization of resources due to parental hours of availability.	Offer flexible times to accommodate parents' schedule, and provide extended services through the school social worker and trust counselor to accommodate parent's hours of availability.
3	Lack of pertinent information at parent meetings.	Parent workshops on topics of interest such as scholarships and reduced tuition programs as well as more information regarding high school credit classes available at the school.

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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