

MULBERRY MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Cynthia Cangelose, 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

9/20/16
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The purpose of Mulberry Middle School's parental involvement program is to provide support to the school, its students and staff working together along with community to help increase student achievement. With parental support, additional levels of support are needed for students and staff to work collaboratively successfully.

District and School-based Title I Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every

family, every teacher, every day. Our goal is to educate, equip and partner with our students and their support systems by offering a wide variety of relevant and effective programs and resources that will make a positive impact on the individual and the community. By building strong parent learning communities we will increase student achievement in our schools.

Mulberry Middle School with the assistance of Title one support will help every Mulberry Middle School student transition to high school ready to succeed as a proficient learner.

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: Mulberry Middle will involve parents in the planning, review, and improvement of Title I programs including involvement in the decisions regarding funds for parental involvement. Parents agreed to have parent data nights and a FSA Prep night. In addition, resources are available in the Parent Resource Center located on our campus for parents for checkout resources as needed. Parents were involved in the development of the Mulberry Middle Parent Involvement Plan through attendance at the School Advisory Council meetings. Fifty percent of the SAC team members are parents. During a thorough review of the School Improvement draft, the SAC team made new recommendations to be added prior to final approval. The draft of the plan was written in conjunction with parents on February 8, 2016, and May 4, 2016. Decisions were made on the programs that would be purchased out of Title I funds as well as using money to help pay for various materials and opportunities for teachers to be successful in the classroom with all students.

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	IDEA	Increase teacher and staff awareness of the problems associated with having students with a physical disability in their classroom. Enhances the abilities of the teacher by increasing their recognition for the need in creating adaptive teaching styles and methods which may be necessary in creating the optimum and least restrictive learning environment for students with special needs.
2	Testing Coordinator	Provide professional development incorporating Reading strategies across the content areas, facilitate Parent Involvement Nights, review FAIR, Achieve 3000, and Voyager test data and provide technical assistance to teachers to incorporate intervention strategies.
3	Extended Learning Tutoring	After school teachers will provide tutoring for students that are at risk based on the 2016 FSA scores and District based module assessment.
4	Migrant Education	The migrant staff will coordinate the annual meeting to inform parents about the program and services offered throughout the district as well as services in the community.
5	College for Every Student (CFES)	Families participate in activities geared towards the preparation of post secondary education. Families receive information on the importance of current middle school assessments and the effect the scores on their college career.

6	Math Coach	Provide remediation and Instructional strategies to all math teachers enabling them to target at risk students based on 2016 FSA scores and district module tests to increase student achievement. Also facilitate Parent Involvement Nights
7	Reading Interventionist	Provide remediation and Instructional strategies to at risk students based on 2016 FSA scores and district module tests to increase student achievement.
8	Parent Liason Specialist	Provides support for targeted students supporting both the school and the parents working together helping students be successful in school.

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	Annual meeting will be held on September 13, 2016. Information will be available in the office.	Administration and Title I	September 13, 2016 at 6:00	An evaluation from every parent present will be collected
2	Gather information for Parent Involvement Notebook	Title I contact	Updated throughout the school year	Parent notebook will be available in the front office throughout the school year
3	Parents will receive notice through the agenda and school newsletters.	Title I contact, Title I para	Prior to parent meetings, monthly newsletters	Attendance records based on sign in sheets
4	Distribute Title I brochure and Parent Involvement Plan to all families.	Title I contact	With first report card	Parent survey and parent evaluations.
5	Maintain documentation	Principal and Title I contact	September 2016-June 2017	Electronic Title 1 Folders
6	Parents will receive notices through newsletters, school website, School Messenger, and email.	Principal and Title I contact	Monthly newsletters and information as needed	Parent surveys and feedback

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: Two meetings in addition to the Annual Meeting will also be provided during the school year. The leadership team, Title I contact, SAC, and PTSA board have collaborated to make arrangements that will provide meeting schedules for planned activities. Parent survey results were reviewed to determine the best times to hold meetings and events. Most of the meetings will be held in the afternoon and the evening. The media center is open before and after school for parents and students to check out resource materials and use the computer facilities. Our school social worker, guidance department, and ESE department are available throughout the school day to meet with parents and answer questions.

- August 20, 2016 - Orientation- meet the teacher from 10:00am-12:00pm and 4:00 PM -

6:00 PM

- School Advisory Council will be offered in the afternoon at 12:00PM and follow up notes will be sent through email the next morning.

- Title I Annual Meeting will be held on September 13, 2016 at 6:00 PM. Any information passed out during the annual meeting will be available to parents the following day.

- October 20, 2016 - Data Night - 4:00 - 6:00 PM

- February 13, 2017 - Data Night - 4:00 - 6:00 PM

- IEP meetings are set up through the front office, guidance counselors and school psychologist. Meetings are offered before school, after school, and during the school day.

- Parent communication will be sent home on the back of the interim report cards, through a school newsletter, and school messenger.

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	Grade Level Curriculum, Baseline Testing, Data Review, Tips and Strategies, Curriculum Maps, Student Work Samples	Team Leaders, Principal - Mrs. Cangelose, APA - Mrs. Gonyea, APC - Mr. Bracey	Each grade level team will host a parent night where they will share individual student data with parents. Parents will receive prior FSA results, baseline data for Math, Reading, Writing and Science, and information on grade level standards.	October & February	Parents and students will complete a Ticket Out the Door Summary answering key questions.
2	Intensive Reading Program Components	Intensive Reading Teachers, testing coordinator - Mrs. Sullivan, Interventionist - Mrs. Williams	Parents will receive prior year Reading FSA data with an explanation of the program in which their student is participating. Parents will be provided strategies and tools for remediation at home.	October & February	Parent Surveys
3	Reading Resources	Media Specialist - Mrs. Roy, Reading Interventionist - Mrs. Williams	Parents and students will have the opportunity to check out Reading books and resources so that families will have	November	Count of attendance and book circulation

			resources available at home to improve Reading achievement		
4	Middle School Curriculum Awareness	Principal - Mrs. Cangelose, APC - Mr. Bracey, Guidance - Mr. Bellows	Parents and students will receive information on curriculum requirements, state testing, county module assessments, and school policies and procedures.	October & February	FSA scores, Module assessments, and EOYs
5	Fifth grade transition parent nights	Principal and Title I contact	Parents and students become familiar with school's campus, policies, and procedures for easy transition in August	August and as needed	FSA scores, student data
6	Elementary feeder schools bused to MMS	Principal and guidance department	Students become familiar with school	April/May	Student data
7	Parent/teacher/student conferencing	guidance department	Improvement of student achievement	Ongoing	Student 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	School Advisory Leadership Team	Parent Involvement Interventionist & Leadership Team	Increase the level of involvement of parents to become active decision makers at the school.	Spring 2017	Parent evaluations and surveys
2	Effective Communication for Office Staff	Parent Involvement Interventionist	Making parents feel more welcome at the school to increase their participation and attendance.	August 2016	Surveys and conversations with parents to determine their attitude about the school and their willin
3	PLCs on improving the ability of staff to work effectively with parents.	Administration, Coaches, Grade Level teams	Improve the ability of staff to work effectively with parents to increase academic achievement.	monthly	Surveys, PLC agendas, notes
4	Parent Teacher Conferencing training	Title I contact	Increase student achievement	September PLC	Parent Evaluations, Surveys
5	Academic Leadership Team	Mrs. Cangelose-Principal	weekly meetings with team to insure fidelity of academic curriculum in classrooms schoolwide	September-June	Increased student achievement

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: Mulberry Middle School routinely promotes the parent resource center through school website and newsletter sent home monthly with students will have services available such as computers to create resumes and other documents, and ongoing educational courses needed to maintain a job. The parent involvement liaison, migrant liaison and Parent Center will help parents when on campus in a relaxed atmosphere. The center will also provide student tutoring available after school

Activity - Parent - Student Data Chat Nights

Specific Steps - Parents attend data chat night to receive previous year FSA data on their child as well as baseline and module assessment data. Parents will receive materials and tool kits to take home to use with their child to reinforce skills and standards. Parents will also be able to visit the resource room for additional materials.

Person Responsible - Mrs. Zarzoza -Parent Involvement Para

Timeline - October 20, 2016 - February 13, 2017

Evaluation - Attendance and surveys

Activity - Great American Teach In

Specific Steps - Community members share how academic skills are applied in their career through discussion and sharing of literature pieces.

Person Responsible - Administration

Timeline - As set through District

Evaluation - Student and mentor evaluation

Advertise and promote parent attendance at the Parent Universities provided by the district through the school year.

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 will receive information about Title I benefits, Parent Involvement Plan (PIP), Summary, and School Parent Compact through the Annual parent meeting and SAC meetings. An English and Spanish version of the Compact is printed in the student agenda. The Parent Involvement Summary is printed in colored brochures and given out with the first report card and is available throughout the school year in the main office. Informational meetings are announced through newsletters, flyers, agenda labels, and posted on the school marquee encouraging all parents to attend the meetings. Mulberry Middle has an updated and working website that displays all current happenings on the campus. Parents will be informed of tutoring and after school services through parent nights, flyers, and during parent teacher conferences.

Assessments are given at the completion of each curriculum unit to check for understanding. These assessment grades will be used to determine the course grade on interim reports and report cards.

District based module assessments will be given after each unit administered in Language Arts, Math and Science in grade 6 - 8. The scores will be used to project how the child will perform on the FSA tests. Eighth Grade students will take the Writing Assessment February, 2017. Eighth Grade will also complete the Science FSA Test during the month of April, 2017. Sixth through Eighth grade will take the FSA Mathematics and Reading Tests during April, 2017. Mulberry Middle school will also participate in End of Course Exams in Algebra, Geometry, and Civics and End of Year Exams in social studies, 6-7 science, PE, and electives during the month of May.

Proficiency levels are determined on the assessments by the district and state. Students must score a Level 3 or higher on the Baseline Assessments and State Assessments to be considered performing on grade level. Any score below a Level 3, indicates that the child is below grade level.

Parents may request opportunities to meet and provide suggestions for programs in the school through PTSA meetings and SAC meetings on the second Monday of announced months. Suggestions and meetings may also be set up through the front office with Administration.

Parents will also receive information on the school marquee, parent emails, and on the school website: <http://schools.polk-fl.net/mms/>

Mulberry Middle School's website is updated routinely and includes the following on our parent involvement page; Sac report, SPAR, parent student compact, PIP (in both English and Spanish). Links are included to parent portal, school calendar, teacher email, school survey, and school suggestion box. The school website also includes direct links to parent university and district Title I information.

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: Parents have the opportunity to formulate suggestions and make decisions by becoming a member of the PTSA (Parent, Teacher, Student Association). The PTSA group meets monthly to discuss school policies, curriculum, upcoming events, and provide suggestions for improvement. Parents also may become a part of the School Advisory Council. The School Advisory Council meets a minimum of four times on the second Monday of announced months. During those meetings, parents receive information on school discipline, grades, Title I, parent involvement and school events. All parents will have equal rights to the parent involvement activities listed in the plan. All events will be located in an easily accessible area with a ramp at the entrance. Sound systems will be used so that all participants may hear the programs and information clearly. Students and Parents will be provided translation audio machines for events taking place at Mulberry Middle. Students and Parents will also receive materials translated into Spanish if needed.

Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parents will attend building capacity nights where they will learn strategies to implement literacy skills at home based on their student needs as identified through the FSA and IBTP Assessments	Reading interventionist, Administration	Meeting the needs of all learners by providing at home strategies to increase achievement based on the school wide Reading SIP goals.	Ongoing
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	DAC member will bring back strategies to share during SAC	SAC -DAC member	Parents will share strategies with each other as received through District training.	Four times per year.
3	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Parents will have access to parent meetings at different times during the day and evening. If they are unable to attend, they will receive follow up through newsletter and emails.	Administration and Title I	Access to information and evenings through different times based on Parent Involvement section of the SIP.	Ongoing
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in	PIRC offers and advertises ongoing learning opportunities for parents' improved education	Resource center contact	Parent communication with student	Ongoing

	parental involvement activities [Section 1118(e)(13)].				
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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	Parent-Student Data Night 10/22	1	76	Each grade level team hosted parent night where they shared individual student data with parents. Parent received prior test results, baseline data for Math, Reading, Writing, and Science, and information on grade level standards.
2	Parent-Student Data Night 2/9	1	20	Each grade level team hosted parent night where they shared individual student data with parents. Parent received prior test results, baseline data for Math, Reading, Writing, and Science, and information on grade level standards.
3	Parent Compact, PIP meeting	2	10	Compact/PIP. Parent University Information 2/8/16;4/4/16

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	Teacher parent conferencing	1	76	Shared Powerpoint explaining the importance of proper attitude and procedures. Expect to improve the results from conferencing.

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	Times programs were offered	Parent nights and workshops will be offered on alternating days (Tuesday/Thursday) and will check with area schools as to not conflict with their planned meetings.
2	Transportation	Transportation will be provided for parents that are in need.
3	Translation - Spanish population	Title I migrant staff will translate events for parents and materials will be provided by the school and district in Spanish.

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	Increasing Parent Participation	National Teach-in
