

## **SOUTH DADE MIDDLE SCHOOL Title I, Part A Parental Involvement Plan**

I, Mr. John Galardi, 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 1111(h)(6)(A)].

Signature of Principal or Designee

Date Signed

### **Mission Statement**

#### **Parental Involvement Mission Statement (Optional)**

**Response:** South Dade Middle School believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in school educational planning and operations. In the spirit of the District/school/family and community partnerships this plan seeks to strengthen the partnership among parents/guardians, staff, school, the community, the superintendent, and the District by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and the District-wide committees.

## 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:** Miami-Dade County Public Schools (M-DCPS) provides training to all schools in the Title I Program on ways to include parents in development of the M-DCPS Parent Involvement Plan (PIP), the school improvement process, and the overall life of the school. The Title I District Advisory Council (DAC) and Title I Parent Advisory Councils (PAC) have elected parent members from Title I schools that demonstrate the involvement of parents. The scope and sequence of the requirements for involving the parents of Title I students are also included on the DAC meetings' agendas. These subjects may include: involving parents in the planning and implementation of the Title I program at the school-site; utilizing a minimum of one percent of the school's Title I allocation to support the parental requirements of Section 1118; conducting the annual Title I Meeting at the beginning of the school year to inform parents of the school's participation in Title I; providing the M-DCPS Consultation and Complaint Procedures directions; developing, distributing and reviewing the District and school's PIP; distributing the Title I Program Notification Letter in English, Spanish and Haitian Creole, High Qualified Notice and "Next Generation Sunshine State Standards/Common Core State Standards", School Grades and Annual Measurable Objectives (AMO) Report, Ways to be involved at school and developing, distributing and reviewing the School-Parent Compacts. The Title I PACs (one per Region in the District) meet twice during the school year, by region, to get input from parents in their schools to support the development of required District plans including the LEA PIP and the District Improvement.

## 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	Florida Standards Assessment (FSA) Program	Parents will be provided with links and will be advised as to where they can obtain information on the Florida Standards Assessment (FSA) Program
2	Family Literacy Night	Parents will participate in reading activities with their children
3	Student-Led Data Chats	Parents will become aware of students district assessment results, academic goals and strategies for improvement
4	Using Technology to Support Student Achievement	Parents will work in a computer lab to access the parent portal, as well as District funded electronic resources to support student achievement.

## 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
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				Effectiveness
1	Develop agenda, presentation materials, PPT that address needs of parents	AP/Community Involvement Specialist (CIS)	Sept./Oct. 2016	Copies of agenda, handouts, PPT.
2	Develop/disseminate invitations	CIS/PTSA	Sept./Oct. 2016	Invitation Flyer
3	ConnectEd msgs in English and Spanish	Principal/AP	Sept./Oct. 2016	Script and ConnectEd message log
4	Develop Sign-in sheet	CIS	Sept./Oct. 2016	Sign-in sheets
5	Maintain documentation	CIS	Year Out 2017	Title I documentation box housed in AP's office.

## 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:** The leadership and staff of South Dade Middle School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule basis. Our annual meeting for parents of participating children will be offered twice: 1. During the first annual PTSA general meeting and 2. During the evening of our school's open house. In addition, our parent center will offer its parenting classes at varying times to include morning and evening sessions. The parent center will be open every school day from 8:00 a.m. until 3:00 p.m. for parents to pick up materials and/or meet with parent facilitator. The principal will work with the parent liaison to create a flexible schedule to ensure that the center is open at times convenient for parents.

## 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	Open House and Book Fair	Administrative staff and teachers	Parents will be better informed of what the expectations for the 2016-2017 school year are and will be able to better support their child with their school work.	October 2016	Sign-in sheets
2	Florida Standards Assessment (FSA) and Next Generation Sunshine State Standards (for Science only)	Assistant Principal of Curriculum	Parents will be provided with grade specific information outlining and identifying the Florida Standards strategies they can use to help their child at home	November 2016	Sign-in sheets, agendas and handouts

3	"Informational Night"	Assistant Principal of Curriculum	As a result of informing parents on the expectations and giving different strategies, parents will be able to assist their child at home with school work	November 2016	Sign-in sheets, agenda
4	Student-Led Data Chats	Teachers	Parents will become aware of students district assessment results, academic goals and strategies for improvement	December 2016	Student data sheets and student led conferences rubric
5	Using Technology to Support Student Achievement Follow - up to Open House	PTSA	Parents will work in a computer lab to access the parent portal, as well as District funded electronic resources to support student achievement	January 2017	Sign-in sheets, agendas and handouts

## 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	PTSA meetings as well as Teacher/Parents Conferences. Talks with teachers about the value of parent involvement will be ongoing.	Assistant Principal of Curriculum	Improve the ability of staff to work effectively with parents by providing examples for best practices for parental involvement	Monthly throughout the year	Sign-in sheets, agendas, handouts and presentation materials
2	Communicating and working with parents; Train the Trainer	Director of Parent Community Outreach with Parent Liaison who will then train the school staff	Parent Liaisons will be provided with a training module to take back to schools in an effort to improve the ability of staff to work effectively with parents	September 2016	Sign-in sheets, agendas, handouts and presentation materials
3	Implementation and coordination of parental involvement program; Train the Trainer	Director of Parent Community Outreach with Parent Liaison who will then train the school staff	Improve the ability to work with parents	October 2016	Sign-in sheets, agendas, handouts and presentation materials
4	Building Ties between the home and school; Train the Trainer	Director of Parent Community Outreach with Parent Liaison who will then train the school staff	Improve the ability to work with parents	November 2016	Sign-in sheets, agendas, handouts and presentation materials
5	Cultural Sensitivity; Train the Trainer	Director of Parent Community Outreach with Parent Liaison who will then train the school staff	Provide information to the staff on the various cultures represented in the school to increase awareness of the various cultures of the	December 2016	Sign-in sheets, agendas, handouts and presentation materials

			students enrolled		
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## 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 school newspaper will systematically include information on the importance of parent involvement and will solicit feedback from parents. A parent "informational" meeting will be held inviting parents to learn about the new Florida Standards, what the expectations are and the strategies they can use to assist their children.

## 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:** At the annual meeting of parents in September, South Dade Middle School will hold a general meeting where information will be presented about the Title I programs, the curriculum, and academic assessments. Parents will learn about the school wide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents will be given a copy of the parent handbook, which includes more detailed information on these topics and a copy of the Parent Involvement Plan (PIP). Upon conclusion of the general meeting, parents will be invited to visit their child's classrooms and meet staff. During the classroom visits, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home.

## 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:** Part of our commitment at South Dade Middle School, includes providing full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children through ensuring that all school

correspondence and communication are in both English and Spanish, as well as by providing translation services as needed and assistance upon request for those parents with disabilities. In addition, the school will host parent meetings on an array of subject areas through The Parent Academy (TPA). The school will disseminate information through various sources such as South Dade Middle PTSA School's Facebook page, South Dade Middle School's PTSA Twitter page, parent letters, flyers, Connect Ed messages, posting on the school's Webpage, progress report and report cards, informational letters that go along with on-line instructional resources and how to access. Programs: I-Ready, (Reading/Math), Reflex (Math), Engenuity/Gizmo(Science/Math). In addition, parents and teachers meet to speak to discuss their child's academic progress so that the student's strengths and weaknesses can be addressed. The same information will be provided the following day for all parents unable to attend. Teachers will conference with students who have Progress Monitoring Plans and contact parents regarding strategies either in person or over the phone. Parents will be encouraged to discuss their child's performance with the teacher any time during the year. Resources and additional information will be found at the school's Parent Resource Center.

## 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	Literacy training for parents	CIS	Parental Involvement and Academic Achievement	2016-2017
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)];	Literacy training for parents	CIS	Parental Involvement and Academic Achievement	2016-2017

## 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)].

## **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	Title I Orientation Meeting/Open House	1	580	Parents were given information on the FCAT Assessment, the expectations and strategies they could use to assist their children with school work.
2	Meeting for parents of new in-coming students	1	50	Parents were given information on the FCAT Assessment, the expectations and strategies they could use to assist their children with school work. Parents were informed of school procedures and policies.
3	PTSA	3	12	An array of topics were discussed at the PTSA meeting, including but not limited to how parent involvement could assist in student 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	Faculty Meetings	12	80	Student achievement is directly coorelated to parent involvement.

### **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	Prents do not speak english	Translation will be provided at all parent -out-reach events
2	Parents are not well informed of up-coming events	connect-Eds will be sent out well in advance before any parent involvement activities
3	Parents do not receive information on a timely manner.	Parents will receive flyers in three languages as applicable, and as soon as they are provided to us.
4	Parent are not aware of the monthly activities in the school.	Parents will be provided witha monthly newsletter.

### **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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