## CALOOSA MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Ann Cole , 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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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** The parental involvement mission at Caloosa Middle school is to provide support to families to inspire a passion for learning and leadership in our 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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** The Plan and the Compact were approved. See attachments. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | na | na |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Held during Open House: Inform parents about the Title I program, the nature of the Title I program, | Administration SAC Chairperson | August | Letters Agenda/Attendance/Signed Compacts/Meeting Minutes |
| 2 | Develop and present agendas, handouts, and presentation materials (including software) | Administration SAC Chairperson | August | Copies of agenda, PowerPoint, presentation and handouts |
| 3 | Advertise and promote to include: posting ad on website, parentlink, newsletters, flyers | Parental Involvement Specialist | August | Copies of flyers and postings |
| 4 | Translate | Paraprofessional | August | Presentation, agenda, flyers and handouts |

**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)].

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| **Response:** We are committed to parental involvement and will be as flexible as possible with scheduling parent workshops, meetings, and programs in order to accommodate parent's schedules for work and family responsibilities.       Our Fall School Open House will be held outside the normal work week on a Saturday prior to the beginning of the school year to provide flexibility for parents and students to attend. This will allow for parents to attend on an alternative day to avoid conflict with elementary or secondary schools Open House schedules.     Monthly SAC meetings are held in the morning before school or in the evening after school to encourage maximum parental participation.    Parent conferences will be offered before school, after school, evenings, and during the day on teacher Duty Days.     We will advertise all parent involvement activities through flyers, newsletters, ParentLink, phone calls, in parent friendly language. Translators and childcare will be offered as needed. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Meeting/Open House | Administration Parental Involvement Specialist | Provide information about the Title I program, the nature of the Title I program, AYP, school choice, supplemental education services, and the rights of parents which includes information on SIP, PIP and the school compact. | August | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 2 | Student Led Conferences | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 3 | School Advisory Council Meetings | SAC Chairperson | Parents participate in school decision making for increased student achievement | Monthly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 4 | Learning and Leadership Nights | Administration Teachers Staff | Provide information to parents on expectations and how parents can help their children at home | Fall/Spring | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 5 | Arts, Digital, Theater and Band – All Arts Show | Arts Department Teachers | During the performance parents are given instruction/information on the standards covered in each presentation. | May | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 6 | Leader In Me Showcase | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 7 | AVID Nights | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 8 | Student of Merit Awards Ceremonies | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 9 | Literacy/Technology Nights | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 10 | Science Fair Extravaganza | Administration Parental Involvement Specialist Department Heads Club Sponsors | Parents will be involved in several activities that showcase students’ mastery of standards, what their child is currently working on, and how they can assist with their academic achievement. | Quarterly | Sign in sheets, handouts, agendas, presentation materials, Parentlink flyers, newsletter, personal contact calls |
| 11 | Open House | Administration Parental Involvement Specialist | Student schedules are based on FSA achievement levels. Presentation of curriculum and class selection based on FSA achievement levels. | August | Notification through mail out, district website, school website, agenda, handouts and Parentlink |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Technology training • Parentlink • Google Chrome • Teacher Websites | APC Teacher Leaders Tech Specialist | Increase communication with parents through proper use of the teacher website, google chromebooks, and Parentlink communication tools | August | Presentation notes, powerpoint, Inservice records, agenda |
| 2 | Parent Involvement training at Faculty Meeting | Administrators, Parent Involvement Specialist Guest Speakers | Improve the ability of teachers to work effectively with parents which will increase student achievement. | Fall | Inservice records, Agenda |
| 3 | Volunteer Training for Teachers | Volunteer Coordinator | Improve the ability of the teachers to work with parents and volunteers to increase student achievement | August | Agenda, sign-in sheets |
| 4 | Expectation that teachers read the school newsletter with research-based articles on parent involvement | Administration | Research based articles on parent involvement | August-May | Newsletters |

**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)].

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| **Response:** We will enhance our family friendly school by welcoming parents and providing caring and efficient service to their needs in person and on the phone. In all areas of our school we will answer questions in a courteous manner that demonstrates our concern for them to be a partner in their child's education. In addition, our parent involvement specialist will assist and support families. Our parent resource center is available to provide training and resources to parents |

**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)].

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| **Response:** At the beginning of the year, information about the Title I program will be presented and discussed with parents during the Annual Title I meeting. Information on the curriculum, required district/state assessments, school-wide academic programs, how to schedule parent-teacher conferences, and after school learning opportunities will be provided at various SAC meetings. All parents are invited and encouraged to join SAC during the Open House, through the newsletter and through ParentLink messages. 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 will be provided. All communications, including the compact, parent involvement plan, surveys and comment cards are available in the front office for parents to review.     If there are any parental concerns regarding the parent involvement plan they will be submitted to the District Title 1 Office |

**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)].

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| **Response:** The PIP will be summarized into a brochure that will be printed in English and Spanish and provided to all parents in the "Beginning of School" student packets A hard copy will be available in the office of Caloosa Middle School. The complete PIP will be linked from the schools website.    Dates of all parent programs, meetings and other activities will be published in the school newsletter that is distributed to students monthly, and posted on the school website. Every effort will be made to ensure that written communication is provided for parents in English and Spanish. Translators may be available at parent meetings and in the school office during school hours and special events.    We will make every effort to provide full opportunities for parents with disabilities and those with special needs.    When new students enter school throughout the year, parents and students are provided with a packet of information explaining all school policies and procedures which includes the Right to Know Letter as well as information stating that we are a Title I school. |

**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:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Volunteer Opportunities | Parental Involvement Specialist Volunteer Coordinator | Enhance the programs and extra-curricular activities. | Ongoing |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C:\Users\melissarb\Downloads\fileUploads\360572_2016-2017_uploadEvidenceParentInput.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\melissarb\Downloads\fileUploads\360572_2016-2017_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\melissarb\Downloads\fileUploads\360572_2016-2017_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Student Led Conference | 2 | 525 | students take more pride in their work and strive to do the best they can since they will be showcasing their work to their parents |
| 2 | Literacy Event/Technology | 1 | 185 | students become more involved in literacy |
| 3 | Leader In Me Expo | 1 | 160 | students strive to become better leaders and learners |
| 4 | Open House | 1 | 328 | Parents and students learn and understand the school year expectations |
| 5 | Annual Title I Meeting | 1 | 328 | Parents and students learn about the various resources available to them at the school |
| 6 | SAC meetings | 10 | 200 | Parents and students are able to express their concerns and suggestions, as well as learn about the various initiatives of the school |

**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)].

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| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Preschool Parental Involvement Training | 1 | 60 | Learning how to get the parents involved in the educational process early |
| 2 | Student Led Conference Training | 2 | 120 | learning how to coach students to be successful with conducting student led conferences |
| 3 | Volunteer Training | 1 | 60 | Understanding how to best utilize school volunteers in the instructional setting |
| 4 | MTSS Training - Parent Communication | 2 | 60 | Understanding how parents play a vital role in establishing best instructional practices for their child |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Transportation | 1. Caloosa will use the Title I van if applicable |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Building Capacity of Parents | Parents were trained on Google Chrome, so that they can support students at home. |
| 2 | Increasing Parent Participation | Spaghetti dinners were offered for some events to help with dinner plans |