

JACKSON MIDDLE Title I, Part A Parental Involvement Plan

I, Dr. Jhunu Mohapatra, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].



Signature of Principal or Designee



Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: At Jackson Middle School, we work together with parents to inspire a passion for learning in our students and promote their academic achievement. We are committed to preparing all students to become college and career ready. Parent involvement is an essential part of this process. We inform and empower parents with strategies and resources they can use with their children at home. It is our belief that students achieve at higher levels when the school and parents collaborate with each other. Parental involvement supports student achievement and encourages continued involvement in activities that take place both inside and outside of the school.

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: Jackson Middle School encourages and believes that parents should be involved in all aspects of Title I programs and meetings including the Parental Involvement Plan. The Title I Committee will work in conjunction with the School Advisory Council to review, plan, and improve school programs. The principal and the Title I contacts will provide agendas and reminders of meetings to encourage participation. During the Annual Title I meeting, parents will be educated on the purpose and requirements of being a Title I school, and the parental involvement budget will be explained. Parents, teachers, and staff will be asked to make suggestions for using these funds. Parents are also notified of Title I programs through the school website, flyers, meeting agendas and Connect Ed. Curriculum family nights, faculty meetings, PTA meetings, and SAC meetings will also have time allocated for an update on the PIP. Minutes will be kept for all meetings held, as well as sign in sheets for attendance. A meeting will be held in the spring of each year to review the Title I Parental Involvement Plan, Title I budget, School Improvement Plan, Student, Teacher, Parent Compact. The Annual Title I Parent feedback survey will also gather parental involvement input.

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	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support will be discussed with parents during the development or review of the students IEP. Jackson Middle is fully designed for parents and students with physical disabilities to access all areas of the school. Sign language is provided for IEP meetings and upon request.
2	Title II	Four OCPS PD Modules will be provided throughout the school year to address Parent Involvement with the school staff.
3	Title III	ELL studentw will receive support with materials and staff will receive training on how to meet the needs of ELL students.
4	Title I	Funding will be used to support tutoring programs in reading. Parents will be provided with information that will allow them to support their child in reading process at home as well as participate in upcoming literacy events and tutoring.
5	Title X	Homeless students receive district support from McKinney Vento in terms of supplies, food, and transportation.

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
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1	Plan the Annual Title One Meeting	Principal, Assistant Principal, Title I Coordinator	September, 2016	Meeting notes, sample forms, agenda, flyer
2	Create and Develop Flyers and Sign In Sheets	Title I Coordinator	September, 2016	Flyer, sign in sheets, agenda
3	Inform our parents of the meeting through the use of Connect Ed, School Newsletter, Flyers	Principal, Assistant Principal, Title I Coordinator, and Leadership team	September 2016	Connect Ed message, school newsletter, flyers
4	Conduct the Annual Meeting	Principal, Assistant Principal, Title I Coordinator	September 2016	Sign in Sheets, Agenda, Flyer
5	Maintain documentation	Principal, Title I Coordinator	September 2016/June 2017	Flyer, Connect Ed message, School newsletter, Agenda, Sign in Sheets, Parent Surveys

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: Jackson Middle School will be hosting several parent involvement meetings monthly. SAC, PLC, PTSA, IB and AVID groups will meet once a month on the 1st Tuesday of the month starting at 6:00 PM. The leadership team will provide notice of the meeting through flyers, newsletters; connect ed, personal phone calls and the marquee. Through our social worker the school will offer home visits to any parents unable to attend the meetings. Meetings will also be recorded and set up as podcasts for parents to listen to at school on a time that is more convenient to them. Phone conferences are also another option. Translators are typically offered at all events where families are invited as well.

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	Meet the Teacher - Parents will be invited to meet their child's teacher for 2016-2017 in order to begin the process of building	Administration, Leadership Team	Sustained community engagement.	August 11, 2016	Connect ed, Sign-in sheets
2	Open House/Title I Annual Meeting: Administration presented and teachers met face to face with parents to discuss Compacts, Right to	Administration, Leadership Team, Faculty	Sustained community engagement	September 22, 2016	Agenda, Sign-in sheets

	Know, Parent Responsibilities, and How Title I funds were to be spent				
3	Report cards and assessment data discussed during individual conferences	Classroom teachers	Intense Focus on Student Achievement, Sustained Community Engagement	September 2016 to June 2017	Parent/Teacher Conference Form
4	Fine Arts/Winter Arts Festival	Leadership Team and Arts Teachers	Sustained Community Engagement	December 2016 and Spring 2017	Connect Ed, Flyers
5	School Advisory Council (SAC)	Administration	Intense focus on Student Achievement, Sustained Community Engagement	September 2016 to June 2017	Sign In sheets, Agenda, minutes, connect ed
6	Parent Leadership Council (PLC	ESOL Curriculum Compliance Teacher	Intense Focus on Student Achievement, Sustained Community Engagement	Fall 2016, Winter, Spring 2017	Sign In sheets, Agenda, minutes, Connect ed
7	IB Family Night/Family Literacy Night	IB Coordinator, Teachers	Intense Focus on Student Achievement, Sustained Community Engagement	Fall 2016, Spring 2017	Sign In sheets, Agenda

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
			Teachers will be provided		
1	OCPS PI Training Module 1 Importance of Parental Involvement	Administration, PI Coordinator, and Parents	with a training module to take back to schools in an effort to improve the ability of staff to work effectively with parents.	November 2016	Exit slip, powerpoint
2	OCPS PI Training Module 2 Building Ties Between Home and School	Administration, PI Coordinator, and Parents	Teachers 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.	January 2017	Exit slip, powerpoint
3	OCPS PI Training Module 3 Implementation and Coordination of Parental Involvement Programs	Administration, PI Coordinator, and Parents	Teachers 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.	March 2017	Exit slip, powerpoint

4	OCPS PI Training Module 4 Communicating and working with parents	Administration, PI Coordinator, and Parents	Teachers 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.	May 2017	Exit slip, powerpoint
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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: Jackson Middle School has also developed a relationship with the Englewood Neighborhood Center, City of Orlando After School All Stars, and Teen Express. We will be referring parents and students to the specific programs which best fit the needs of the family. Through our parent seminars, our community relationships and our Safe program we will be able to meet the needs of the families so that their children can be academically successful.

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: Jackson Middle School SAC/PLC will be responsible for the organization, planning, review, and improvement of our Title I program. This committee will work closely with our SAC to keep plans and activities in correlation with the School Improvement Plan. Members will be recruited during the Annual Title I meeting. Input from parents will be collected using surveys throughout the school year via students as well as during Title I Parent Involvement Committee meetings. Along with the school staff, the parental involvement committee will be responsible for how funds are used. The parent involvement committee along with SAC and PLC will help keep parents informed of Title I programs. The School Messenger along with flyers that go home and the school marquee will announce Title I programs and all other pertinent information. All the Title I programs such as FCAT night, literacy nights, parent-teacher conferences, report card night are all designed to explain curriculum and assessments used to measure student success. We will also use surveys to gather parental concerns. The school website will be updated regularly and monitored by the school Webmaster to inform all parents, staff and students of events, test dates, progress monitoring and any other parental involvement activities that are provided. School Messenger will be used to announce all school activities as a method to inform parents. School agendas are provided to students as a method to encourage organization, but most importantly, maintain and effective means of

parent/teacher communication to share student progress daily and weekly. Parents' logs and notes are kept for shared reference at teacher/parent conferences.

It will be understood that teachers will respond within twenty four hours to parental requests for a meeting about their child. To accommodate the parents, this will be done by a face to face meeting, telephone conference, or email, whichever proves to be most convenient for the parent. Translations will be available as often as possible.

Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Response: The district's PIP will be summarized into a brochure that will be printed in several languages and provided to all parents. The brochure will outline the major components of the policy and will offer to provide a hard copy upon request. In addition, hard copies will be available in the office of the school. Jackson's PIP will be condensed and given to parents during the third nine weeks of school. Written communication from the school and/or the classroom will be provided for parents in English and Spanish. Translators will be available at all parent meetings and in the school offices to provide translation services to ensure that parents are able to fully participate in parent meetings, events, and conferences. Resources and website information will be available in both English and Spanish whenever possible. Finally, persons' with disabilities will have equal access to all events that the school will offer.

The ESOL contact will coordinate services for the ESOL population and ensure that parents receive information related to school and parent programs, meetings, and other activities in their language. The school will communicate with parents through ConnectEd, flyers, and agendas, in a format that is easy to read and understand. Personnel will be available to assist parents in this process.

The ESE contact will coordinate services for students with disabilities and ensure that parents receive information related to school and parent programs, meetings and other activities in the language they can understand. Everyone, ESE contact, teachers, parents, counselors are invited to attend the ESE meetings. The school will communicate with parents through Connect Ed, flyers, and agendas, in a format that is easy to read and understand. Personnel will be available to assist parents in this process. Contact areas of discussion will include information on the Individual Education Plan (IEP), FSA, EOC's, District Assessments, school reports, curriculum, behavior plans and school policies.

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	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,	Offer parent conferences at a variety of times to accommodate parents	Principal, Staff, Teachers	Intense Focus on Student Achievement, High-performing dedicated teams, Sustained	September 2016 to May 2017

	who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];			Community Engagement	
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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	Meet the Teacher/Open House	1	45	Informational sessions for parents will provide specific grade level expectations, state standards, assessment methods, standardized tests, and strategies parents can use at home.
2	Title I Annual Meeting	1	112	Provide information to parents on programs offered at the school to help their children. Solicit input and feedback from parents to get them more involved with school programs. Provide expectations and how parents can help at home.
3	SAC Meetings	9	87	Provide information to parents on programs offered at the school to help their children. Solicit input and feedback from parents to get them more involved with school programs. Provide expectations and how parents can help at home.
4	AVID Nights	3	128	Increased parental involvement programs that will meet the multiple needs of parents and students in a structured environment.
5	Winter Fest	1	300	Increased parental involvement programs that will meet the multiple needs of parents and students in a structured environment.
6	IB Nights	3	128	Increased parental involvement programs that will meet the multiple needs of parents and students in a structured environment.
7	MSPLC	2	88	Increased parental involvement programs that will meet the multiple needs of parents and students in a structured environment.
8	Night of Excellencel	1	200	Increase the level of parent participation in the school.
9	Literacy Night	1	11	Informational sessions for parents will provide specific grade level expectations, state standards, assessment methods, standardized tests, and strategies parents can use at home.

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	The Importance of Parental Involvement Module 1	1	60	Intense Focus on Student Achievement, High –performing dedicated teams

2	Building Ties Between Home and School Training Module 2	1	60	Intense Focus on Student Achievement, High –performing dedicated teams
3	Implementation and Coordination of Parental Involvement Programs Training Module 3	1	60	Intense Focus on Student Achievement, High –performing dedicated teams
4	Communicating and Working with Parents Training Module 4	1	60	Intense Focus on Student Achievement, High –performing dedicated teams

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	Parent do not speak the language (ELL and Economically disadvantaged subgroups)	Provide translators at all events and meetings and advertise their availability
2	Homeless and hard to get to events (Economically disadvantaged subgroups)	Provide various transportation
3	Economically disadvantaged (Economically disadvantaged subgroups)	Provide different times of events
4	Lack of current phone numbers (ELL and Economically disadvantaged subgroups)	Send home twice a year a request for updated phone numbers, send home flyers, put information on the marquee and tell parents personally when they come on campus to pick up students
5	Single parents with no childcare options (ELL and Economically disadvantaged subgroups)	Offer childcare at all events and meetings so parents can bring the younger children with them.
6	Parents lack of literacy skills (ELL and Economically disadvantaged subgroups)	Make automated phone calls home in English and Spanish for all events and meetings.

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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